

The City of Chicopee City Council meeting will be held on January 7, 2025, at the City of Chicopee City Hall Auditorium located at 274 Front Street, 3<sup>rd</sup> Floor, Chicopee, Massachusetts at 6:30 p.m. and via Zoom. The items to be discussed include the agenda items listed below.

Mayor's Orders briefing and announcements by Mayor Vieau or designee

Public Input

Communications

Minutes 11/18/24 Joint City Council/School Committee Special Meeting, 11/19/24 City Council Meeting

MO-1 Ordered that the City Council accept the FY2024 Edward Byrne Memorial Justice Assistance Grant (JAG) from the Office of Justice Programs Bureau of Justice Assistance to the Chicopee Police Department in the amount of Twenty seven thousand six hundred eight and 00/100 dollars (\$27,608.00). Said grant will be used to purchase three (3) sit/stand workstation consoles for the real-time information center. The grant is accepted in accordance with M.G.L. Chapter 44 Section 53A.

MO-2 Mayor's appropriation of Twenty seven thousand six hundred eight and 00/100 dollars (\$27,608.00) to the following named account: Police Special Account for Building Renovations from available funds in the Stabilization Fund.

MO-3 Mayor's appropriation of Fifteen thousand five hundred forty and 92/100 dollars (\$15,540.92) to the following named account: Human Resources Special Account for Indemnifications of Police & Fire from available funds in the Stabilization Fund.

MO-4 To the City Council:

You are hereby notified that I have this day appointed Monica Torres, 241 Chicopee Street, Chicopee, Massachusetts as a responsible party for the solicitation of contributions to the City of Chicopee for municipal sponsored entertainment events, educational programs, and other city activities. To which appointment I ask the confirmation of your honorable Council.

5 A favorable Utilities Committee report: Petition from Eversource Gas of Massachusetts hereby requests that it be granted a location and permission to install and maintain 1,090' of 6" and 2" MP plastic gas main on Lynwood Drive and Greenwood Terrace with such laterals and service connections as it may now or subsequently find necessary.

6 A favorable Utilities Committee report: Petition from Eversource Gas of Massachusetts hereby requests that it be granted a location and permission to install and maintain 4950' of 2" MP plastic gas main on Sherman Avenue, Davenport Street, Northwood Street and Mellen Street with such laterals and service connections as it may now or subsequently find necessary.

- 7 A favorable Rules Committee report: Be it Ordered that the Rules and Orders of the City Council Meetings shall be amended as follows:

Rule #15

DELETE

Standing committees shall be appointed as follows: Public Works, Personnel, Recreation, Communications, Utilities, Finance, Community Development, Senior Citizens, Ordinance, Rules, License, Public Safety/Police Commission, Zoning, Water Resource, Claims and Accounts, and Resort Casinos and Gaming. The Committee on Finance shall consist of five (5) members to include the President and four (4) other members. The committee on Zoning shall consist of five (5) members. The Resort Casinos and Gaming Committee will conform to the Gaming Act of the Commonwealth of Massachusetts and all city ordinances of the City of Chicopee either as a host community of a surrounding community neighbor and consist of five (5) members.

AND INSERT IN PLACE THEREOF

Standing committees shall be appointed as follows: Public Works, Personnel, Recreation, Communications, Utilities, Finance, Community Development, Senior Citizens, Ordinance, Rules, License, Public Safety/Police Commission, Zoning, Water Resource, Claims and Accounts, and Resort Casinos and Gaming. The Committee on Finance shall consist of five (5) members to include the President and four (4) other members. The committee on Zoning shall consist of five (5) members. The Resort Casinos and Gaming Committee will conform to the Gaming Act of the Commonwealth of Massachusetts and all city ordinances of the City of Chicopee either as a host community of a surrounding community neighbor and consist of five (5) members. The function of these committees is to research, discuss, and modify proposals for more efficient consideration by the City Council. There shall be a Committee of the Whole, which shall consist of all members of the Council.

No item shall be referred to the Committee of the Whole except if referred by a two thirds majority vote of the Council.

- 8 A favorable Rules Committee report: Be it Ordered that rule 15 of the Rules of the City Council be amended to read as follows:

- a. Standing Committees shall be appointed as follows: Claims and Accounts, Finance and Budget, Rules and Ordinances, Public Works and Resources, Zoning and Licenses, Human Resources, Public Health and Safety, Government Relations and Municipal Operations, Community and Economic Development. All committees shall have five members unless otherwise specified. There shall be a Committee of the Whole consisting of all members of the Council. No item shall be referred the Committee of the whole except by a two thirds majority vote.

- 9 A favorable Rules Committee report: A favorable Rules Committee report: Be it ordered that a petition to the General Court, accompanied by a bill for a special law relating to the recall of any holder of elective office in the City of Chicopee to be filed in the General Court with an attested copy of this order, be and hereby is, approved under Clause (1) of Section 8 of Article 2 of the

Amendments to the Constitution of the Commonwealth of Massachusetts, so that the attached Legislation be adopted precisely as follows, except for clerical or editorial changes of form only:

An act relative to the recall of any holder of elective office in the City of Chicopee.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 1. Any holder of an elective city office in the City of Chicopee may be recalled from office for any reason by the registered voters of the city as provided in this act.

An initial recall affidavit signed by at least 500 registered voters of the city containing the voters' names and addresses may be filed with the City Clerk. The initial recall affidavit shall contain the name of the officer sought to be recalled, the office sought to be recalled and a statement of the grounds for recall. The City Clerk shall immediately forward the recall affidavit to the Registrar of Voters for verification of signatures,

The Registrar of Voters shall verify the signatures on the initial recall affidavit within 14 calendar days of receipt of the initial recall affidavit. If the initial recall affidavit is found to contain a sufficient number of verified signatures, the City Clerk shall deliver to the first 10 registered voters who signed the affidavit a formal numbered and printed recall petition sheet with the City Clerk's official seal and addressed to the City Council demanding the recall and the election of a successor to the office.

The 10 registered voters of the city to whom the City Clerk delivered recall petition sheets shall have 30 days from the date of delivery of the recall petition sheets in which to file their signed recall petition sheets with the City Clerk.

To proceed with the recall election, the City Clerk shall receive within 30 days from the date of delivery of the recall petition sheets, the required number of signed recall petition sheets containing the signatures, names and street addresses of at least 5,000 of the registered voters of the City of Chicopee as of the date the signed recall petition sheets are delivered to the City Clerk.

Within 5 working days of receipt of the recall petition sheets, the City Clerk shall submit the recall petition sheets to the Registrar of Voters and the Registrar of Voters shall verify the number of signatures which are names of registered voters of the City.

If the total recall petition sheets shall be found and certified by the Registrar of Voters to be sufficient, the certified petition shall be submitted with the certificate of the City Clerk to the City Council without delay. The City Council shall give written notice of the receipt of the certified petition to the officer sought to be recalled. If the officer does not resign within 5 calendar days of the date notice, then the City Council shall promptly order an election to be held on a date fixed by them not more than 90 days after receipt of the certified petition.

If any other city election is scheduled to occur within 100 days after the date of receipt of the certified petition, the City Council may postpone the holding of the recall election to the date of

the other election and may include the question of recall on the ballot for that other election. If a vacancy occurs in the office after a recall election has been ordered, the election shall nevertheless proceed as provided in this act.

An officer sought to be recalled may be a candidate to succeed the officer in an election to be held to fill the vacancy. Unless the officer requests otherwise in writing, the City Clerk shall place the officer's name on the ballot without nomination. The nomination of other candidates, the publication of the warrant for the recall election and the conduct of the nomination and publication, shall all be in accordance with the law relating to elections, unless otherwise provided in this act.

Recall of One or more Office Holders: The question of recalling any number of officers may be submitted at the same election. For each officer whose recall is sought there shall be a separate ballot. The nomination of candidates to succeed an officer whose recall is sought, the publication of the warrant for said recall election, and the conduct of such election, shall all be in accordance with the provisions of the General Laws.

The incumbent shall continue to perform the duties of the office until the recall election. If the incumbent is not recalled, the incumbent shall continue in office for the remainder of the unexpired term. If not re-elected in the recall election, the incumbent shall be considered removed from office immediately and the office vacant.

Any elected official that is indicted for a crime punishable by imprisonment, shall be placed on paid administrative leave until the resolution of the case. If said elected official is convicted of a crime punishable by imprisonment, they shall be terminated per Chapter 435 of the Acts of 2014. The City Council shall determine by majority vote who shall fill the temporary vacancy imposed by the paid administrative leave.

An initial recall affidavit shall not be filed against an officer within 6 months after the officer takes office or within the last 6 months of the term. In the case of an officer subjected to a recall election and not recalled, a new recall affidavit shall not be filed against that officer until at least 3 months have elapsed after the election at which the previous recall was submitted to the voters of the City.

#### Recall Election Ballots

Ballots used in a recall election shall submit the following propositions in the order indicated:

For the recall of (name of officer)

Against the recall of (name of officer)

Immediately to the right of each proposition there shall be a square in which the voter, by making a cross mark (x), may vote for either of such propositions. Under the proposition shall appear the word "Candidates" and the direction "Vote for One" and beneath the names of the candidates nominated as hereinbefore provided.



SECTION 2. So much of the charter of said City and of the amendments thereto as is inconsistent herewith is hereby repealed.

SECTION 3. This act shall take effect upon its acceptance by a majority of the qualified voters of the City of Chicopee, present and voting therein at the state election in the current year and shall be known as Article VIII Section 66 of the Charter of the City of Chicopee.

- 10 A favorable Rules Committee report: Be it Ordered that the Rules and Orders of the City Council Meetings shall be amended as follows Rule 15. Add to standing committee a Litter Committee.
- 11 A favorable Rules Committee report: Be it Ordered that the Rules Committee meet for an update and review on requests for withdrawals on petitions in subcommittees.
- 12 A favorable Rules Committee report: A favorable Rules Committee report: Be it Ordered that the Rules and Orders of the City Council meetings shall be amended as follows:

Delete

11c. Any order, ordinance, resolution, or petition, or communication, submitted to the City Clerk after 3:00 PM on the Thursday prior to the regular meeting of the City Council shall be deemed to be a late file order. (Sunset Clause – Until December 2013).

And insert in place thereof

11c. Late File Orders, i.e. any order, ordinance, resolution, or petition, or communication, submitted to the City Clerk after 3:00 PM on the Thursday prior to the regular meeting of the City Council, will only be accepted if they are deemed an emergency order, ordinance, resolution or petition, or communication.

Committee amended to read as follows:

And insert in place thereof

11c. Any order, ordinance, resolution, or petition, or communication, submitted to the City Clerk after 3:00 PM on the Thursday prior to the regular meeting of the City Council, *will only be accepted if they are deemed an emergency order, approved by the Mayor and President of the City Council.*

- 13 A favorable Rules Committee report: Be it Ordered that the Rules and Orders of the City Council meetings shall be amended as follows:

Delete

11 e. All orders, ordinances, resolution, petitions, communication, or late file orders must be day and time stamped by the City Clerk on the day of submission. This rule does not apply as late file to any Committee Reports.

And Insert in Place Thereof:

11 e. All orders, ordinances, resolutions, petitions, communications must be day and time stamped by the City Clerk on the day of the submission.

Committee amended to read as follows:

And insert in place thereof

11e. All orders, ordinances, resolutions, petitions, communications must be date and time stamped by the City Clerk on the day of the submission.

- 14 Be it Ordered that the City Council meet to discuss the Open Meeting Law Complaint filed by Jonathan Gerhardson received on December 13, 2024 regarding the meeting agendas and minutes not being ADA compliant and the zoom link for City Council meetings and committee meetings not being clickable.

Laflamme

- 15 Be it Ordered that the property on 14 Dorothy Avenue be Referred to Public Works Committee for a public hearing.

Pniak-Costello

- 16 Be it Ordered that the DPW install a flashing stop sign on Rolf Avenue at the intersection of Dale Street.

Labrie

- 17 A proposed ordinance adding to Chapter 260, Isolated Stop Signs, Beeler Avenue, Traveling south at the intersection of Beeler Avenue & Britton Street, Isolated Stop Sign.

Pniak-Costello

- 18 A proposed ordinance adding to Chapter 260, Isolated Stop Signs, Quincy Avenue, Traveling north-at the intersection of Britton Street & Quincy Avenue, Isolated Stop Sign.

Pniak-Costello

- 19 An application for a NEW Junk Dealer's License at: 34 Montgomery Street, Applied for by Sayegh Jewelers. Applicant: Adib Sayegh, 90 Pheasant Drive, Springfield, MA 01119.

- 20 An application for a NEW Class 2 License at: 874 Front Street. Applied for by: Royal Motors Auto Sales, LLC. Applicants: Vyacheslav Babinov, 55 Colony Drive, East Longmeadow, MA 01028 & Alexandr Emciuc, 7 Fowler Street, Floor 2, Westfield, MA 01085.

- 21 2025 Class 2 License renewals:

Alansari Auto Sales & Repair, LLC

926, 928, & 930 Front Street

- 22-24 2025 Auto Repair License renewals:

Alansari Auto Sales & Repair, LLC  
Mario's Auto Service

926, 928, & 930 Front Street  
63 Center Street

Tommcat Performance

680 Prospect Street

25 2025 Auto Body/Auto Repair License renewals:

Tony & Sons Auto Service & Sales, Leasing, & Rental, Inc. 164-170 South Street

26-27 2025 Auto Detail License renewals:

Alansari Auto Sales & Repair, LLC 926, 928, & 930 Front Street

Tony & Sons Auto Service & Sales, Leasing, & Rental, Inc. 164-170 South Street

28 2025 Taxi Driver renewal:

Zaheer A Shaikh 25 Lorraine Street


29-30 2023 & 2024 Home Occupation renewal:

Loyalty Tax Service, LLC Lena Alekseyenko 222 McCarthy Avenue

Councilor's Announcements

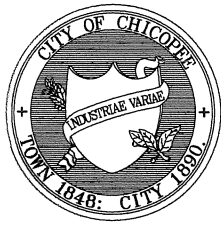
Adjournment:

ATTEST:

A handwritten signature in black ink, appearing to read 'Keith W. Rattell', with a stylized flourish at the end.

Keith W. Rattell, City Clerk

NO. \_\_\_\_\_



# CITY OF CHICOPEE MASSACHUSETTS

JANUARY 7, 2025

**MD-1**  
CITY CLERK'S OFFICE  
CITY OF CHICOPEE  
2025 JAN -2 A 11:09

**ORDERED THAT THE CITY COUNCIL ACCEPT THE FY2024 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) FROM THE OFFICE OF JUSTICE PROGRAMS BUREAU OF JUSTICE ASSISTANCE TO THE CHICOPEE POLICE DEPARTMENT IN THE AMOUNT OF TWENTY SEVEN THOUSAND SIX HUNDRED EIGHT AND 00/100 DOLLARS (\$27,608.00). SAID GRANT WILL BE USED TO PURCHASE THREE (3) SIT/STAND WORKSTATION CONSOLES FOR THE REAL-TIME INFORMATION CENTER. THE GRANT IS ACCEPTED IN ACCORDANCE WITH M.G.L. CHAPTER 44, SECTION 53A.**

Introduced by Councilor \_\_\_\_\_

Recommended by \_\_\_\_\_

*John*

\_\_\_\_\_  
Mayor

City Council Action: \_\_\_\_\_

Presented to the Mayor for approval \_\_\_\_\_  
Date \_\_\_\_\_

Approved \_\_\_\_\_ Mayor

Returned to City Clerk \_\_\_\_\_ Attest \_\_\_\_\_ City Clerk  
Date \_\_\_\_\_



**The City of  
Chicopee**

110 Church Street  
Chicopee, MA 01020  
(413) 592-6341

**CHICOPEE POLICE DEPARTMENT**  
**Chief Patrick J. Major**

December 23, 2024

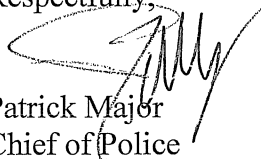
Mayor John L. Vieau  
Executive Office, City Hall  
Chicopee, MA

Dear Mayor,

I am pleased to inform you that the Chicopee Police Department has been awarded \$27,608.00 under the FY2024 Edward Byrne Memorial Justice Assistance Grant (JAG). The funds from this grant will be used to purchase three (3) sit/stand workstation consoles for the Real-Time Information Center. Please initiate the proceedings to have this grant accepted in accordance with M.G.L. Chapter 44, Section 53A.

I am also requesting an appropriation for the \$27,608.00, to be put into our Police Building Renovations account (#12100004-585006). This is a reimbursement grant and the department does not have the funds to cover the upfront costs.

Respectfully,



Patrick Major  
Chief of Police

CC: Sharyn Riley, City Auditor

**PROPOSAL NARRATIVE**  
**EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT**  
**FY 2024 LOCAL SOLICITATION**  
**CITY OF CHICOPEE**  
**OPPORTUNITY NUMBER: O-BJA-2024-172239**

The Bureau of Justice Assistance has notified the Chicopee Police Department that we are eligible to receive a Justice Assistance Grant (JAG) through their Programs Division. The eligible allocation amount for this jurisdiction is \$27,608.00. The FY24 JAG grant is an important opportunity to increase public safety and community engagement in the City of Chicopee by purchasing much needed law enforcement equipment for which departmental funds are not available. The City of Chicopee intends to utilize the entire allocation for the purchase of the equipment described below and to initiate acquisition of the equipment as soon as the funds become available.

During the period in which this award is active, the Chicopee Police Department's grant manager will actively monitor the goals and objectives related to the JAG program performance and accountability measures as required by the Bureau of Justice Assistance requirements. Detailed information will be maintained regarding all grant activity and all required deliverables will be submitted in accordance with the grant guidelines.

**Project #1:** Purchase and installation of three (3) sit/stand workstation consoles

The Chicopee, Ma Police Department is committed to enhancing public safety through innovation, efficiency and technological advancement. As part of that commitment, the Chicopee Police Department is in the process of developing a Real-Time Information Center (RTIC) to support law enforcement operations, improve emergency response, and enhance crime-solving capabilities. As part of this initiative, the Chicopee Police Department will utilize FY24 JAG funds to purchase three (3), specialized, sit/stand workstation consoles which will serve as the operational hubs for investigative analysts and officers monitoring real-time data, coordinating responses, and managing intelligence.

The development of the RTIC represents a significant advancement in the Chicopee Police Department's efforts to combat crime, enhance public safety, and ensure more effective law enforcement operations. The purchase of workstation/consoles is an essential component of this initiative, providing the tools necessary for real-time crime analysis and response. By investing in these resources, the Chicopee Police Department will be better equipped to protect the residents of Chicopee and meet the challenges of modern law enforcement.



## Department of Justice (DOJ)

### Office of Justice Programs

#### Bureau of Justice Assistance

Washington, D.C. 20531

<b>Name and Address of Recipient:</b>		CITY OF CHICOPEE 274 FRONT ST	
<b>City, State and Zip:</b>		CHICOPEE, MA 01013	
<b>Recipient UEI:</b>		DHV9S7TMJ1Z3	
<b>Project Title:</b> Purchase/installation of three sit/stand workstations for the Chicopee Police Department's Real Time Information Center.		<b>Award Number:</b> 15PBJA-24-GG-04906-JAGX	
<b>Solicitation Title:</b> BJA FY 24 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation			
<b>Federal Award Amount:</b> \$27,608.00		<b>Federal Award Date:</b> 12/5/24	
<b>Awarding Agency:</b>		Office of Justice Programs Bureau of Justice Assistance	
<b>Funding Instrument Type:</b>		Grant	
<b>Opportunity Category:</b> O <b>Assistance Listing:</b> 16.738 - Edward Byrne Memorial Justice Assistance Grant Program			
<b>Project Period Start Date:</b> 10/1/23		<b>Project Period End Date:</b> 9/30/27	
<b>Budget Period Start Date:</b> 10/1/23		<b>Budget Period End Date:</b> 9/30/27	
<b>Project Description:</b> The Chicopee, MA Police Department will use JAG funds for the purchase and installation of three (3) sit/stand workstation consoles to be used in its Real Time Information Center (RTIC) which is currently in development. The RTIC will utilize technology to provide real-time information to law enforcement to assist with operations and investigations and help officers to respond to calls more quickly, efficiently and safely. The RTIC will enhance the safety and security of the residents of Chicopee, MA.			

## Award Letter

December 5, 2024

Dear Eric Watson,

On behalf of Attorney General Merrick B. Garland, it is my pleasure to inform you the Office of Justice Programs (OJP) has approved the application submitted by CITY OF CHICOPEE for an award under the funding opportunity entitled 2024 BJA FY 24 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation. The approved award amount is \$27,608.

Review the Award Instrument below carefully and familiarize yourself with all conditions and requirements before accepting your award. The Award Instrument includes the Award Offer (Award Information, Project Information, Financial Information, and Award Conditions) and Award Acceptance. For COPS Office and OVW funding the Award Offer also includes any Other Award Documents.

Please note that award requirements include not only the conditions and limitations set forth in the Award Offer, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. These requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds). Therefore, all key staff should receive the award conditions, the assurances and certifications, and the application as approved by OJP, so that they understand the award requirements. Information on all pertinent award requirements also must be provided to any subrecipient of the award.

Should you accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

Prior to accepting the award, your Entity Administrator must assign a Financial Manager, Grant Award Administrator, and Authorized Representative(s) in the Justice Grants System (JustGrants). The Entity Administrator will need to ensure the assigned Authorized Representative(s) is current and has the legal authority to accept awards and bind the entity to the award terms and conditions. To accept the award, the Authorized Representative(s) must accept all parts of the Award Offer in the Justice Grants System (JustGrants), including by executing the required declaration and certification, within 45 days from the award date.

To access your funds, you will need to enroll in the Automated Standard Application for Payments (ASAP) system, if you haven't already completed the enrollment process in ASAP. The Entity Administrator should have already received an email from ASAP to initiate this process.

Congratulations, and we look forward to working with you.

Brent J. Cohen

Acting Assistant Attorney General

### **Office for Civil Rights Notice for All Recipients**

The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) enforces federal civil rights laws and other provisions that prohibit discrimination by recipients of federal financial assistance from OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW).

Several civil rights laws, including Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, require recipients of federal financial assistance (recipients) to give assurances that they will comply with those laws. Taken together, these and other civil rights laws prohibit recipients from discriminating in the provision of services and employment because of race, color, national origin, religion, disability, and sex or from discriminating in the provision of services on the bases of age.

Some recipients of DOJ financial assistance have additional obligations to comply with other applicable nondiscrimination provisions like the Omnibus Crime Control and Safe Streets Act of 1968, which prohibits discrimination on the basis of religion in addition to race, color, national origin, and sex. Recipients may also have related requirements regarding the development and implementation of equal employment opportunity programs.



OCR provides technical assistance, training, and other resources to help recipients comply with civil rights obligations. Further, OCR administratively enforces civil rights laws and nondiscrimination provisions by investigating DOJ recipients that are the subject of discrimination complaints. In addition, OCR conducts compliance reviews of DOJ recipients based on regulatory criteria. These investigations and compliance reviews permit OCR to evaluate whether DOJ recipients are providing services to the public and engaging in employment practices in a nondiscriminatory manner.

For more information about OCR, your civil rights and nondiscrimination responsibilities, how to notify your employees or beneficiaries of their civil rights protections and responsibilities and how to file a complaint, as well as technical assistance, training, and other resources, please visit [www.ojp.gov/program/civil-rights-office/outreach](http://www.ojp.gov/program/civil-rights-office/outreach). If you would like OCR to assist you in fulfilling your civil rights or nondiscrimination responsibilities, please contact us at [askOCR@oip.usdoj.gov](mailto:askOCR@oip.usdoj.gov) or [www.ojp.gov/program/civil-rights-office/about#ocr-contacts](http://www.ojp.gov/program/civil-rights-office/about#ocr-contacts).

## Memorandum Regarding NEPA

### NEPA Letter Type

OJP - Ongoing NEPA Compliance Incorporated into Further Developmental Stages

### NEPA Letter

The Edward Byrne Memorial Justice Assistance Grant Program (JAG) allows states and local governments to support a broad range of activities to prevent and control crime and to improve the criminal justice system, some of which could have environmental impacts. All recipients of JAG funding must assist BJA in complying with NEPA and other related federal environmental impact analyses requirements in the use of grant funds, whether the funds are used directly by the grantee or by a subgrantee or third party. Accordingly, prior to obligating funds for any of the specified activities, the grantee must first determine if any of the specified activities will be funded by the grant.

?

The specified activities requiring environmental analysis are:

- a. New construction;
- b. Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
- c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior
- d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an
- e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

Complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. Further, for programs relating to methamphetamine laboratory operations, the preparation of a detailed Mitigation Plan will be required. For more information about Mitigation Plan requirements, please see <https://www.bja.gov/Funding/nepa.html>.

### NEPA Coordinator

#### First Name

Orbin

#### Middle Name

no value

#### Last Name

Terry

### Award Information

This award is offered subject to the conditions or limitations set forth in the Award Information, Project

**Information, Financial Information, and Award Conditions.**

**Recipient Information**

**Recipient Name**

CITY OF CHICOPEE

**UEI**

DHV9S7TMJ1Z3

**Street 1**

274 FRONT ST

**Street 2**

**City**

CHICOPEE

**State/U.S. Territory**

Massachusetts

**Zip/Postal Code**

01013

**Country**

United States

**County/Parish**

no value

**Province**

no value

**Award Details**

**Federal Award Date**

12/5/24

**Award Type**

Initial

**Award Number**

15PBJA-24-GG-04906-JAGX

**Supplement Number**

00

**Federal Award Amount**

\$27,608.00

**Funding Instrument Type**

Grant

**Assistance Listing  
Number**

**Assistance Listings Program Title**

16.738

Edward Byrne Memorial Justice Assistance Grant Program

**Statutory Authority**

Pub. L. No. 90-351, Title I, Part E, subpart 1 (codified at 34 U.S.C. 10151-10158); see also 28 U.S.C. 530C(a).

☒ *I have read and understand the information presented in this section of the Federal Award Instrument.*

**Project Information**

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

**Solicitation Title**

2024 BJA FY 24 Edward Byrne Memorial Justice

**Application Number**

GRANT14257659

**Grant Manager**

Lesley Walker

**Phone Number**

202-307-0863

**E-mail Address**

Lesley.Walker@usdoj.gov

**Project Title**

Purchase/installation of three sit/stand workstations for the Chicopee Police Department's Real Time Information Center.

**Performance Period Start****Date**

10/01/2023

**Performance Period End Date**

09/30/2027

**Budget Period Start Date**

10/01/2023

**Budget Period End Date**

09/30/2027

**Project Description**

The Chicopee, MA Police Department will use JAG funds for the purchase and installation of three (3) sit/stand workstation consoles to be used in its Real Time Information Center (RTIC) which is currently in development. The RTIC will utilize technology to provide real-time information to law enforcement to assist with operations and investigations and help officers to respond to calls more quickly, efficiently and safely. The RTIC will enhance the safety and security of the residents of Chicopee, MA.

☒ I have read and understand the information presented in this section of the Federal Award Instrument.

**Financial Information**

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

☒ I have read and understand the information presented in this section of the Federal Award Instrument.

**Award Conditions**

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

**Condition 1**

Meaningful access requirement for individuals with limited English proficiency

The recipient, and any subrecipient at any tier, must take reasonable steps to ensure that individuals with limited English proficiency (LEP) have meaningful access to their programs and activities to comply with Title VI of the Civil Rights Act of 1964 (Title VI), which prohibits discrimination on the basis of national origin, including discrimination against individuals with LEP. Such steps may require providing language assistance services, such as interpretation or translation services. The Department of Justice guidance on compliance with this requirement may be found at "Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons" (67 Fed. Reg. 41455-41472) (<https://www.federalregister.gov/documents/2002/08/02/00-18041/guidance-to-federal-financial-assistance-recipients-regarding-title-vi-prohibition-against-national-origin-discrimination-affecting-limited-english-proficient-persons>)

[www.federalregister.gov/d/02-15207](http://www.federalregister.gov/d/02-15207)) and is incorporated by reference here.

## **Condition 2**

Compliance with general appropriations-law restrictions on the use of federal funds (FY 2024)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions that may be set out in applicable appropriations acts are indicated at <https://ojp.gov/funding/Explore/FY24AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

## **Condition 3**

Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38.

Among other things, 28 C.F.R. Part 38 states that recipients may not use direct Federal financial assistance from the Department to support or engage in any explicitly religious activities except when consistent with the Establishment Clause of the First Amendment and any other applicable requirements. An organization receiving Federal financial assistance also may not, in providing services funded by the Department of Justice, or in their outreach activities related to such services, discriminate against a program beneficiary or prospective program beneficiary on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations. In addition, Part 38 states that a faith-based organization that participates a Department of Justice funded program retains its independence from the Government and may continue to carry out its mission consistent with religious freedom and conscience protections in Federal law.

Recipients and subrecipients that provide social services under this award must give written notice to beneficiaries and prospective beneficiaries prior to the provision of services (if practicable) which shall include language substantially similar to the language in 28 CFR Part 38, Appendix C, sections (1) through (4). A sample written notice may be found at <https://www.ojp.gov/program/civil-rights-office/partnerships-faith-based-and-other-neighborhood-organizations>.

In certain instances, a faith-based or religious organization may be able to take religion into account when making hiring decisions, provided it satisfies certain requirements. For more information, please see <https://www.ojp.gov/funding/explore/legaloverview2024/civilrightsrequirements>.

## **Condition 4**

Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Limited Exceptions. In certain special circumstances, the U.S. Department of Justice ("DOJ") may determine that it will not enforce, or enforce only in part, one or more requirements otherwise applicable to the award. Any such exceptions regarding enforcement, including any such exceptions made during the period of performance, are (or will be during the period of performance) set out through the Office of Justice Programs ("OJP") webpage entitled "Legal Notices: Special circumstances as to particular award conditions" ([ojp.gov/funding/Explore/LegalNotices-AwardReqts.htm](https://ojp.gov/funding/Explore/LegalNotices-AwardReqts.htm)), and incorporated by reference into the award.

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance.

Failure to comply with one or more award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period -- may result in OJP taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. DOJ, including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

#### **Condition 5**

##### **Effect of failure to address audit issues**

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

#### **Condition 6**

##### **Applicability of Part 200 Uniform Requirements**

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this award from OJP.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.334.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

#### **Condition 7**

##### **Reporting potential fraud, waste, and abuse, and similar misconduct**

The recipient, and any subrecipients ("subgrantees") at any tier, must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: U.S. Department of Justice, Office of the Inspector General,

Investigations Division, ATTN: Grantee Reporting, 950 Pennsylvania Ave., NW, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Investigations Division (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

#### **Condition 8**

Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

#### **Condition 9**

Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

#### **Condition 10**

Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

#### **Condition 11**

Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

#### **Condition 12**

Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

Among other items, 28 C.F.R. § 42.106(d), 28 C.F.R. § 42.405(c), and 28 C.F.R. § 42.505(f) contain notice requirements that covered recipients must follow regarding the dissemination of information regarding federal nondiscrimination requirements.

#### **Condition 13**

Determination of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated -- in the application for the award (as approved by DOJ)(or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

#### **Condition 14**

Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at [OJP.ComplianceReporting@ojp.usdoj.gov](mailto:OJP.ComplianceReporting@ojp.usdoj.gov). For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

#### **Condition 15**

Employment eligibility verification for hiring under the award

1. The recipient (and any subrecipient at any tier) must--

A. Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1).

B. Notify all persons associated with the recipient (or any subrecipient) who are or will be involved in activities under this award of both--

(1) this award requirement for verification of employment eligibility, and

(2) the associated provisions in 8 U.S.C. 1324a(a)(1) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.

C. Provide training (to the extent necessary) to those persons required by this condition to be notified of the award requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1).

D. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

4. Rules of construction

**A. Staff involved in the hiring process**

For purposes of this condition, persons "who are or will be involved in activities under this award" specifically includes (without limitation) any and all recipient (or any subrecipient) officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with award funds.

**B. Employment eligibility confirmation with E-Verify**

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient (or any subrecipient) may choose to participate in, and use, E-Verify ([www.e-verify.gov](http://www.e-verify.gov)), provided an appropriate person authorized to act on behalf of the recipient (or subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds.

C. "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

D. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

E. Nothing in this condition, including in paragraph 4.B., shall be understood to relieve any recipient, any subrecipient at any tier, or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>) or email E-Verify at [E-Verify@dhs.gov](mailto:E-Verify@dhs.gov). E-Verify employer agents can email E-Verify at [E-VerifyEmployerAgent@dhs.gov](mailto:E-VerifyEmployerAgent@dhs.gov).

Questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.

**Condition 16**

Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

**Condition 17**

Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

**Condition 18**

Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality



agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

#### **Condition 19**

##### **OJP Training Guiding Principles**

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://www.ojp.gov/funding/implement/training-guiding-principles-grantees-and-subgrantees>.

#### **Condition 20**

Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.

#### **Condition 21**

Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope Grant Award Modification (GAM) to eliminate any inappropriate duplication of funding.

#### **Condition 22**

Required training for Grant Award Administrator and Financial Manager

The Grant Award Administrator and all Financial Managers for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2021, will satisfy this condition.

In the event that either the Grant Award Administrator or a Financial Manager for this award changes during the period of performance, the new Grant Award Administrator or Financial Manager must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after the date the Entity Administrator enters updated Grant Award Administrator or Financial Manager information in JustGrants. Successful completion of such a training on or after January 1, 2021, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://onlinegfmt.training.ojp.gov/>. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

#### **Condition 23**

Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

#### **Condition 24**

Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including

requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

#### **Condition 25**

Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

#### **Condition 26**

Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) -- (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "Personally Identifiable Information (PII)" (2 CFR 200.1) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

#### **Condition 27**

Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

#### **Condition 28**

Compliance with restrictions on the use of federal funds--prohibited and controlled equipment under OJP awards

Consistent with Executive Order 14074, "Advancing Effective, Accountable Policing and Criminal Justice Practices To Enhance Public Trust and Public Safety," OJP has prohibited the use of federal funds under this award for purchases or transfers of specified equipment by law enforcement agencies. In addition, OJP requires the recipient, and any subrecipient ("subgrantee") at any tier, to put in place specified controls prior to using federal funds under this award to acquire or transfer any property identified on the "controlled equipment" list. The details of the requirement are posted on the OJP web site at <https://www.ojp.gov/funding/explore/prohibited-and-controlled-equipment> (Award condition: Compliance with restrictions on the use of federal funds--prohibited and controlled equipment under OJP awards), and are incorporated by reference here.

**Condition 29****Restrictions on "lobbying"**

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

**Condition 30**

All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

**Condition 31**

Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

Among other items, 28 C.F.R. § 54.140 contains notice requirements that covered recipients must follow regarding the dissemination of information regarding federal nondiscrimination requirements.

**Condition 32**

The recipient understands that, in accepting this award, the Authorized Representative declares and certifies, among other things, that he or she possesses the requisite legal authority to accept the award on behalf of the recipient entity and, in so doing, accepts (or adopts) all material requirements that relate to conduct throughout the period of performance under this award. The recipient further understands, and agrees, that it will not assign anyone to the role of Authorized Representative during the period of performance under the award without first ensuring that the individual has the requisite legal authority.

**Condition 33**

Verification and updating of recipient contact information

The recipient must verify its Grant Award Administrator, Financial Manager, and Authorized Representative contact information in JustGrants, including telephone number and e-mail address. If any information is incorrect or has changed, the award recipient's Entity Administrator must make changes to contact information through DIAMD. Instructions on how to update contact information in JustGrants can be found at <https://justicegrants.usdoj.gov/training/training-entity-management>.

**Condition 34**

FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$30,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$30,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

**Condition 35**

Body-worn cameras, policies and procedures

In accepting this award, the recipient agrees not to use award funds for purchases of body-worn cameras or related expenses for any agency unless that agency has policies and procedures in place that reinforce appropriate agency Use of Force policies and training and address technology usage, evidence acquisition, data storage and retention, as well as privacy issues, accountability and discipline.

**Condition 36**

Body armor - compliance with NIJ standards and other requirements

Ballistic-resistant and stab-resistant body armor purchased with award funds may be purchased at any threat level, make or model, from any distributor or manufacturer, as long as the body armor has been tested and found to comply with applicable National Institute of Justice ballistic or stab standards, and is listed on the NIJ Compliant Body Armor Model List. In addition, ballistic-resistant and stab-resistant body armor purchased must be made in the United States and must be uniquely fitted, as set forth in 34 U.S.C. 10202(c)(1)(A). The latest NIJ standard information and the NIJ Compliant Body Armor List may be found by following the links located on the NIJ Body Armor page: <https://nij.ojp.gov/topics/equipment-and-technology/body-armor>. In addition, if recipient uses funds under this award to purchase body armor, the recipient is strongly encouraged to have a "mandatory wear" policy in effect. There are no requirements regarding the nature of the policy other than it be a mandatory wear policy for all uniformed officers while on duty.

**Condition 37**

The recipient agrees to comply with OJP grant monitoring guidelines, protocols, and procedures, and to cooperate with BJA and OCFO on all grant monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, and/or site visits. The recipient agrees to provide to BJA and OCFO all documentation necessary to complete monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by BJA and OCFO for providing the requested documents. Failure to cooperate with BJA's/OCFO's grant monitoring activities may result in sanctions affecting the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to grant funds; referral to the Office of the Inspector General for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

**Condition 38**

Any written, visual, or audio publications funded in whole or in part under this award, with the exception of press releases, shall contain the following statements: "This project was supported by Grant No. <AWARD\_NUMBER> awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Department of Justice's Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice." The current edition of the DOJ Grants Financial Guide provides guidance on allowable printing and publication activities.

**Condition 39**

Any Web site that is funded in whole or in part under this award must include the following statement on the home page, on all major entry pages (i.e., pages (exclusive of documents) whose primary purpose is to navigate the user to interior content), and on any pages from which a visitor may access or use a Web-based service, including any pages that provide results or outputs from the service: "This Web site is funded in whole or in part through a grant from the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, this Web site (including, without limitation, its content, technical infrastructure, and policies, and any services or tools provided)." The full text of the foregoing statement must be clearly visible on the home page. On other pages, the statement may be included through a link, entitled "Notice of Federal Funding and Federal Disclaimer," to the full text of the statement.

**Condition 40**

## Confidentiality of data

The recipient (and any subrecipient at any tier) must comply with all confidentiality requirements of 34 U.S.C. 10231 and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. The recipient further agrees, as a condition of award approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, 28 C.F.R. 22.23.

**Condition 41**

The recipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.

**Condition 42**

## Protection of human research subjects

The recipient (and any subrecipient at any tier) must comply with the requirements of 28 C.F.R. Part 46 and all OJP policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.

**Condition 43**

## Justification of consultant rate

Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the OJP program office prior to obligation or expenditure of such funds.

**Condition 44**

The recipient agrees that no funds under this grant award (including via subcontract or subaward, at any tier) may be used for unmanned aircraft systems (UAS), which includes unmanned aircraft vehicles (UAV), or for any accompanying accessories to support UAS.

**Condition 45**

## Compliance with 28 C.F.R. Part 23

With respect to any information technology system funded or supported by funds under this award, the recipient (and any subrecipient at any tier) must comply with 28 C.F.R. Part 23, Criminal Intelligence Systems Operating Policies, if OJP determines this regulation to be applicable. Should OJP determine 28 C.F.R. Part 23 to be applicable, OJP may, at its discretion, perform audits of the system, as per the regulation. Should any violation of 28 C.F.R. Part 23 occur, the recipient may be fined as per 34 U.S.C. 10231(c)-(d). The recipient may not satisfy such a fine with federal funds.

**Condition 46**

## Justice Information Sharing

Information sharing projects funded under this award must comply with DOJ's Global Justice Information Sharing Initiative (Global) guidelines. The recipient (and any subrecipient at any tier) must conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: [https://it.ojp.gov/gsp\\_grantcondition](https://it.ojp.gov/gsp_grantcondition). The recipient (and any subrecipient at any tier) must document planned approaches to information sharing and describe compliance with the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.

#### **Condition 47**

##### **Required monitoring of subawards**

The recipient must monitor subawards under this award in accordance with all applicable statutes, regulations, award conditions, and the DOJ Grants Financial Guide, and must include the applicable conditions of this award in any subaward. Among other things, the recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of award funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.

#### **Condition 48**

In accepting this award, the recipient agrees that grant funds cannot be used for Facial Recognition Technology (FRT) unless the recipient has policies and procedures in place to ensure that the FRT will be utilized in an appropriate and responsible manner that promotes public safety, and protects privacy, civil rights, and civil liberties and complies with all applicable provisions of the U.S. Constitution, including the Fourth Amendment's protection against unreasonable searches and seizures and the First Amendment's freedom of association and speech, as well as other laws and regulations. Recipients utilizing funds for FRT must make such policies and procedures available to DOJ upon request.

#### **Condition 49**

##### **Avoidance of duplication of networks**

To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the recipient can demonstrate to the satisfaction of BJA that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.

#### **Condition 50**

##### **Law enforcement task forces - required training**

Within 120 days of award acceptance, each current member of a law enforcement task force funded with award funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank, must complete required online (internet-based) task force training. Additionally, all future task force members must complete this training once during the period of performance for this award, or once every four years if multiple OJP awards include this requirement.

The required training is available free of charge online through the BJA-funded Center for Task Force Integrity and Leadership ([www.ctfli.org](http://www.ctfli.org)). The training addresses task force effectiveness, as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability. If award funds are used to support a task force, the recipient must compile and maintain a task force personnel roster, along with course completion certificates.

Additional information regarding the training is available through BJA's web site and the Center for Task Force Integrity and Leadership ([www.ctfli.org](http://www.ctfli.org)).

#### **Condition 51**

##### **Compliance with National Environmental Policy Act and related statutes**

Upon request, the recipient (and any subrecipient at any tier) must assist BJA in complying with the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of these award funds, either directly by the recipient or by a subrecipient.



Accordingly, the recipient agrees to first determine if any of the following activities will be funded by the grant, prior to obligating funds for any of these purposes. If it is determined that any of the following activities will be funded by the award, the recipient agrees to contact BJA.

The recipient understands that this condition applies to new activities as set out below, whether or not they are being specifically funded with these award funds. That is, as long as the activity is being conducted by the recipient, a subrecipient, or any third party, and the activity needs to be undertaken in order to use these award funds, this condition must first be met. The activities covered by this condition are:

- a. New construction;
- b. Minor renovation or remodeling of a property located in an environmentally or historically sensitive area, including properties located within a 100-year flood plain, a wetland, or habitat for endangered species, or a property listed on or eligible for listing on the National Register of Historic Places;
- c. A renovation, lease, or any proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size;
- d. Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or education environments; and
- e. Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

The recipient understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA. The recipient further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed at <https://bja.gov/Funding/nepa.html>, for programs relating to methamphetamine laboratory operations.

Application of This Condition to Recipient's Existing Programs or Activities: For any of the recipient's or its subrecipients' existing programs or activities that will be funded by these award funds, the recipient, upon specific request from BJA, agrees to cooperate with BJA in any preparation by BJA of a national or program environmental assessment of that funded program or activity.

## **Condition 52**

### **Establishment of trust fund**

If award funds are being drawn down in advance, the recipient (or a subrecipient, with respect to a subaward) is required to establish a trust fund account. Recipients (and subrecipients) must maintain advance payments of federal awards in interest-bearing accounts, unless regulatory exclusions apply (2 C.F.R. 200.305(b)(8)). The trust fund, including any interest, may not be used to pay debts or expenses incurred by other activities beyond the scope of the Edward Byrne Memorial Justice Assistance Grant Program (JAG). The recipient also agrees to obligate the award funds in the trust fund (including any interest earned) during the period of performance for the award and expend within 90 days thereafter. Any unobligated or unexpended funds, including interest earned, must be returned to OJP at the time of closeout.

## **Condition 53**

All State and Local JAG recipients must submit quarterly Federal Financial Reports (SF-425). Additionally, State JAG and Local JAG Category Two (\$25K or more) must submit semi-annual performance reports through JustGrants and Local JAG Category One (Less than \$25K) must submit annual performance reports through JustGrants. Consistent with the Department's responsibilities under the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, the recipient must provide data that measure the results of its work. The recipient must submit quarterly performance metrics reports through BJA's Performance Measurement Tool (PMT) website: <https://bjapmt.ojp.gov/>. For more detailed information on reporting and other JAG requirements, refer to the JAG reporting requirements webpage (<https://bjapmt.ojp.gov/help/jagdocs.html>). Failure to submit required JAG reports by established deadlines may result in the freezing of grant funds and future High Risk designation.



**Condition 54****Required data on law enforcement agency training**

Any law enforcement agency receiving direct or sub-awarded funding from this JAG award must submit quarterly accountability metrics data related to training that officers have received on the use of force, racial and ethnic bias, de-escalation of conflict, and constructive engagement with the public.

**Condition 55**

Authorization to obligate (federal) award funds to reimburse certain project costs incurred on or after October 1, 2022

The recipient may obligate (federal) award funds only after the recipient makes a valid acceptance of the award. As of the first day of the period of performance for the award (October 1, 2022), however, the recipient may choose to incur project costs using non-federal funds, but any such project costs are incurred at the recipient's risk until, at a minimum - (1) the recipient makes a valid acceptance of the award, and (2) all applicable withholding conditions are removed by OJP (via an Award Condition Modification (ACM)). (A withholding condition is a condition in the award document that precludes the recipient from obligating, expending, or drawing down all or a portion of the award funds until the condition is removed.)

Except to the extent (if any) that an award condition expressly precludes reimbursement of project costs incurred "at-risk," if and when the recipient makes a valid acceptance of this award and OJP removes each applicable withholding condition through an Award Condition Modification (ACM), the recipient is authorized to obligate (federal) award funds to reimburse itself for project costs incurred "at-risk" earlier during the period of performance (such as project costs incurred prior to award acceptance or prior to removal of an applicable withholding condition), provided that those project costs otherwise are allowable costs under the award.

**Condition 56**

If award funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System ("CODIS," the DNA database operated by the FBI) by a government DNA laboratory with access to CODIS. With the exception of Forensic Genetic Genealogy, no profiles generated under this award may be entered or uploaded into any non-governmental DNA database without prior express written approval from BJA. Award funds may not be used for the purchase of DNA equipment and supplies unless the resulting DNA profiles may be accepted for entry into CODIS. Booking agencies should work with their state CODIS agency to ensure all requirements are met for participation in Rapid DNA (see National Rapid DNA Booking Operational Procedures Manual).

**Condition 57**

Recipients utilizing award funds for forensic genealogy testing must adhere to the United States Department of Justice Interim Policy Forensic Genealogical DNA Analysis and Searching (<https://www.justice.gov/olp/page/file/1204386/download>), and must collect and report the metrics identified in Section IX of that document to BJA.

**Condition 58**

Submission of eligible records relevant to the National Instant Background Check System

Consonant with federal statutes that pertain to firearms and background checks -- including 18 U.S.C. 922 and 34 U.S.C. ch. 409 -- if the recipient (or any subrecipient at any tier) uses this award to fund (in whole or in part) a specific project or program (such as a law enforcement, prosecution, or court program) that results in any court dispositions, information, or other records that are "eligible records" (under federal or State law) relevant to the National Instant Background Check System (NICS), or that has as one of its purposes the establishment or improvement of records systems that contain any court dispositions, information, or other records that are "eligible records" (under federal or State law) relevant to the NICS, the recipient (or subrecipient, if applicable) must ensure that all such court dispositions, information, or other records that are "eligible records" (under federal or State law) relevant to the NICS are promptly made available to the NICS or to the "State" repository/database that is electronically available to (and accessed by) the NICS, and -- when appropriate -- promptly must update, correct, modify, or remove such NICS-relevant "eligible records".

In the event of minor and transitory non-compliance, the recipient may submit evidence to demonstrate diligent monitoring of compliance with this condition (including subrecipient compliance). DOJ will give great weight to any such

evidence in any express written determination regarding this condition.

**Condition 59**

Prohibition on use of award funds for match under BVP program

JAG funds may not be used as the 50% match for purposes of the DOJ Bulletproof Vest Partnership (BVP) program.

**Condition 60**

Extreme risk protection programs funded by JAG must include, at a minimum: pre-deprivation and post-deprivation due process rights that prevent any violation or infringement of the Constitution of the United States, including but not limited to the Bill of Rights, and the substantive or procedural due process rights guaranteed under the Fifth and Fourteenth Amendments to the Constitution of the United States, as applied to the States, and as interpreted by State courts and United States courts (including the Supreme Court of the United States). Such programs must include, at the appropriate phase to prevent any violation of constitutional rights, at minimum, notice, the right to an in-person hearing, an unbiased adjudicator, the right to know opposing evidence, the right to present evidence, and the right to confront adverse witnesses; the right to be represented by counsel at no expense to the government; pre-deprivation and post-deprivation heightened evidentiary standards and proof which mean not less than the protections afforded to a similarly situated litigant in Federal court or promulgated by the State's evidentiary body, and sufficient to ensure the full protections of the Constitution of the United States, including but not limited to the Bill of Rights, and the substantive and procedural due process rights guaranteed under the Fifth and Fourteenth Amendments to the Constitution of the United States, as applied to the States, and as interpreted by State courts and United States courts (including the Supreme Court of the United States). The heightened evidentiary standards and proof under such programs must, at all appropriate phases to prevent any violation of any constitutional right, at minimum, prevent reliance upon evidence that is unsworn or unaffirmed, irrelevant, based on inadmissible hearsay, unreliable, vague, speculative, and lacking a foundation; and penalties for abuse of the program.

**Condition 61**

Expenditures prohibited without waiver

No funds under this award may be expended on the purchase of items prohibited by the JAG program statute, unless, as set forth at 34 U.S.C. 10152, the BJA Director certifies that extraordinary and exigent circumstances exist, making such expenditures essential to the maintenance of public safety and good order.

**Condition 62**

Exceptions regarding Prohibited and Controlled Equipment under OJP awards

Notwithstanding any provision to the contrary in the other terms and conditions of this award, including in the condition regarding "Compliance with restrictions on the use of federal funds--prohibited and controlled equipment under OJP awards," the requirements for the "Transfer/Sale of Award-Funded Controlled Equipment to Other LEAs" and the requirements for the "Transfer/Sale of Award-Funded Controlled Equipment to NON-LEAs" do not apply to this award.

**Condition 63**

Use of program income

Program income (as defined in the Part 200 Uniform Requirements) must be used in accordance with the provisions of the Part 200 Uniform Requirements. Program income earnings and expenditures both must be reported on the quarterly Federal Financial Report, SF 425.

**Condition 64**

Initial period of performance; requests for extension.

The recipient understands that for award amounts of less than \$25,000 under JAG (Category 1), the initial period of performance of the award is two years. The recipient further understands that any requests for an extension of the period of performance for an award of less than \$25,000 will be approved automatically for up to a total of two additional years, pursuant to 34 U.S.C. 10152(f) and in accordance with the program solicitation associated with this award.

Any request for an extension of the period of performance beyond a four-year award period will require approval, and the approval (if any) will be at the discretion of the Director of BJA.

**Condition 65**

Withholding of funds for Required certification from the chief executive of the applicant government

The recipient may not expend or draw down any award funds until the recipient submits the required "Certifications and Assurances by the Chief Executive of the Applicant Government," properly-executed (as determined by OJP), and an Award Condition Modification has been issued to remove this condition.

**Condition 66**

Withholding of funds for Budget narrative or information

The recipient may not expend or draw down any award funds until the recipient submits, and OJP reviews and accepts, the required budget information or narrative for the award, and an Award Condition Modification has been issued to remove this condition.

☒ I have read and understand the information presented in this section of the Federal Award Instrument.

**Award Acceptance**

**Declaration and Certification to the U.S. Department of Justice as to Acceptance**

By checking the declaration and certification box below, I--

A. Declare to the U.S. Department of Justice (DOJ), under penalty of perjury, that I have authority to make this declaration and certification on behalf of the applicant.

B. Certify to DOJ, under penalty of perjury, on behalf of myself and the applicant, to the best of my knowledge and belief, that the following are true as of the date of this award acceptance: (1) I have conducted or there was conducted (including by applicant's legal counsel as appropriate and made available to me) a diligent review of all terms and conditions of, and all supporting materials submitted in connection with, this award, including any assurances and certifications (including anything submitted in connection therewith by a person on behalf of the applicant before, after, or at the time of the application submission and any materials that accompany this acceptance and certification); and (2) I have the legal authority to accept this award on behalf of the applicant.

C. Accept this award on behalf of the applicant.

D. Declare the following to DOJ, under penalty of perjury, on behalf of myself and the applicant: (1) I understand that, in taking (or not taking) any action pursuant to this declaration and certification, DOJ will rely upon this declaration and certification as a material representation; and (2) I understand that any materially false, fictitious, or fraudulent information or statement in this declaration and certification (or concealment or omission of a material fact as to either) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies under the federal False Claims Act (including under 31 U.S.C. §§ 3729-3730 and/or §§ 3801-3812) or otherwise.

**Agency Approval**

**Title of Approving Official**  
Acting Assistant Attorney General

**Name of Approving Official**  
Brent J. Cohen

**Signed Date And Time**  
12/1/24 10:17 PM

**Authorized Representative**

☒

**Entity Acceptance**

**Title of Authorized Entity Official**

Deputy Chief

**Name of Authorized Entity Official**

Eric Watson

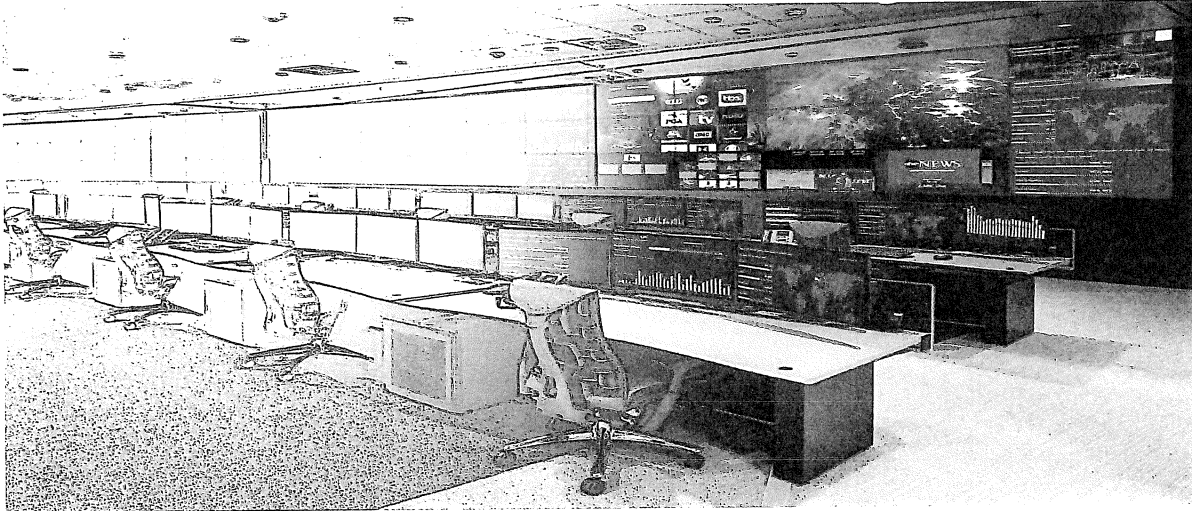
**Signed Date And Time**

12/20/2024 5:06 PM





Constant Technologies has reviewed the request for proposal and is capable of designing, fabricating and installing a turn-key solution that will meet and exceed the project requirements of providing an innovative and cost-effective solution.



Constant Technologies has set an industry standard in the design, planning, fabrication and installation/integration of mission critical and high-tech environments. Our technical expertise includes: facility space planning, furniture and audio-visual design / engineering, fabrication and integration.

Constant Technologies' specialists work in all industries across the global in supporting technology requirements. During our company history, spanning more than three decades, Constant Technologies has a rich history of on time completion, within budget and to the satisfaction of our customer and end users. References are available upon request.

Thank you for providing Constant Technologies the opportunity to be a part of your project.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dan Kment', followed by a long horizontal line.

Dan Kment  
Senior Vice President  
Constant Technologies, Inc.



#### **DOCUMENTATION:**

- Detailed equipment layout CAD drawings related to consoles for coordination of site measurements, architectural, mechanical, and electrical project elements.

#### **PACKING AND SHIPPING:**

- Constant provided equipment will be packed in a manner consistent with a method of transportation that will ensure undamaged and complete arrival to the destination and shall be protected during transit, delivery, storage, and handling to prevent damage or deterioration.
- Equipment shall be delivered to the job site at a designated location and at a designated time for unloading, unpacking, and field assembly. All activities shall be coordinated with the Client's project manager.
- All rubbish removal for Constant Technologies supplied equipment shall be the responsibility of Constant Technologies.

#### **SITE CONDITIONS/ LABOR:**

- Equipment delivery schedule to be coordinated ahead of delivery date.
- Constant will provide personnel (current quotation has set a rate of non-union) to accept deliveries of materials supplied in SOW upon site readiness.
  - *Examples of site readiness include: Completion and cleanup of all concrete work, masonry, plastering, and electrical, lighting, and ceilings, walls, painting and flooring requirements have been installed.*
- Constant Technologies shall provide installation labor and site supervision to install the console systems.
- Constant assumes it will have proper access to the project site as required in order to complete its installation. Any Security or Escort requirements are not the responsibility of Constant Technologies.

#### **TYPICAL CUSTOMER RESPONSIBILITIES:**

- Floor cut outs completed by local flooring contractor and are located according to our floor cut out plans
- Power and data feeds are pulled to each floor cut out location with 15' of slack and left coiled on the floor
- Room is free and clear of other trades and materials
- Room is furniture ready (carpet or floor finish complete, ceiling complete, wall painting complete, etc.)
- All final power and data terminations within the consoles are to be completed by local electricians and low voltage contractors
- Provide dumpster or other provisions to dispose of console packing debris and trash generated from customer purchased products
- Elevator available exclusively at no cost (when needed)

125 STEAMBOAT AVENUE  
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**Chicopee Police  
Department  
RTCC**

Chicopee, MA

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Neil Medelirps

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NOVEMBER 27, 2023

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**As Noted**

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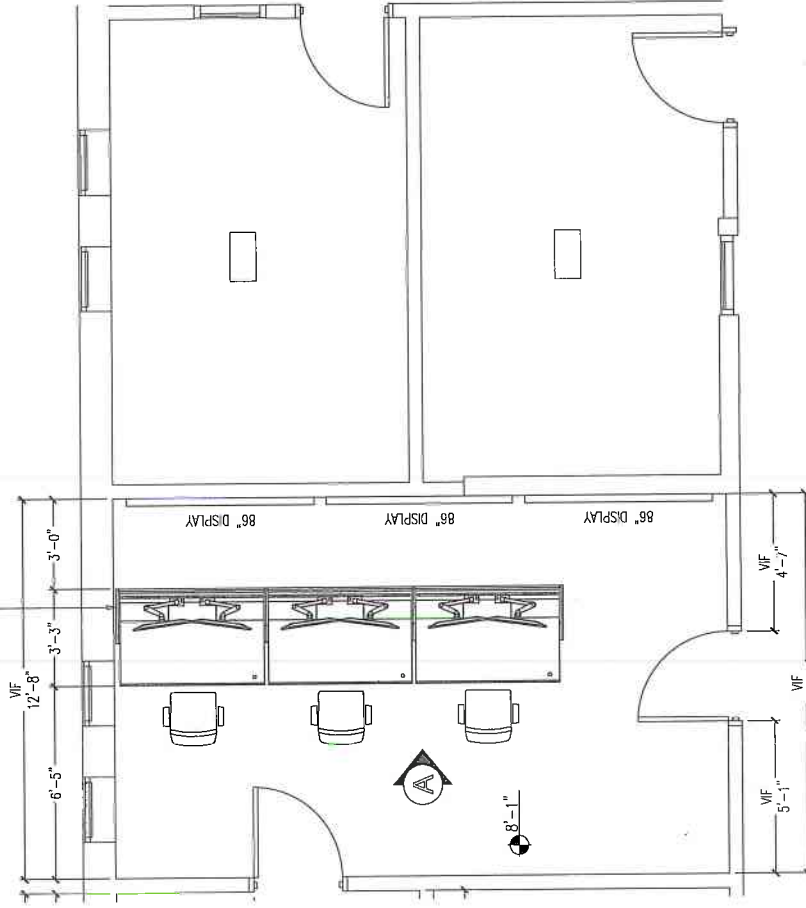
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1999

PRELIMINARY - NOT FOR CONSTRUCTION

- (3) 60" FREEDOM SERIES  
SIT/STAND CONSOLES  
(2) 27" DISPLAYS PER USER



12'-8"  
**Plan View**  
SCALES

SCALFERS  
OLIVER





Prepared for:  
Chicopee Police Department

ShipTo  
Chicopee Police Department  
110 Church St

Item Id	Manufacturer	Description	Qty	Unit Price	Extended Price
OEM-CTI-FRE-60	Constant Technologies Inc	Freedom Series Beam LIFT Console Single Position 60"w x 39"d	3	\$7,951.78	\$19,708.98
Onsite Install	Constant Technologies Inc	Constant Technologies Console Installation: Includes unloading layout and installation of all consoles and CTI provided accessories	1	\$1,200.00	\$1,200.00
				Freight	\$4,500.00
Total					\$29,555.33

**Disclaimer**

CONSTANT TECHNOLOGIES requires the following items prior to providing a firm schedule: • PURCHASE ORDER • SIGNED DRAWINGS • ACCEPTED TERMS • APPROVED FINISHES • DOWN PAYMENT • LOGISTICS INFORMATION SHEET  
Parts and final quantities are subject to change post contract award during 100% design review.  
CONSTANT TECHNOLOGIES Standard Payment Terms for Invoicing (Taxes Excluded Unless Otherwise Noted):  
·50% due upon order placement  
·50% due upon installation

For all purchase orders and inquiries, please contact:

Finance Department  
Constant Technologies, Inc.  
Tel: 401-294-7171

**Purchase Orders:**

Please send all purchase orders to [orders@constanttech.com](mailto:orders@constanttech.com).

**Payments:**

All payments should be directed to [finance@constanttech.com](mailto:finance@constanttech.com).

**Headquarters Address:**

125 Steamboat Avenue  
North Kingstown, RI 02852  
Office Phone: (401) 294-7171  
Fax Number: (401) 294-7505

Website: [www.constanttech.com](http://www.constanttech.com)

GSA Contract # GS-03F-073GA

Federal Tax ID# 22-2503954

Dun & Bradstreet# 04-933-5102

NAICS Code: 334310

Cage Code: 1MDG8

Company Type: Corporation

State of Incorporation: New Jersey

Date of Incorporation: October 24, 1983



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### **CONSOLE AND TECHNOLOGY FURNITURE LIFETIME WARRANTY**

Constant Technologies warrants to the original purchaser that our Consoles and Technical Furniture will be free from defects in workmanship, given normal use and care, for the lifetime of their use.

Textiles, decorative trim and electrical components are warranted to be free from defects in materials and workmanship for a period of one year from date of initial shipment. Electric lifting columns are warranted to be free from defects in materials and workmanship for a period of five years from the date of initial shipment. Paint finishes are warranted to be free from defects for five years from date of initial shipment.

This warranty applies only to products manufactured by Constant Technologies, and is made only to original purchasers acquiring products through our dealers or directly from Constant Technologies. Warranty coverage ends when the original purchaser sells, transfers or otherwise disposes of a covered item.

Constant Technologies will repair or replace, at its sole discretion, any parts of the warranted products found to be defective within the terms of the warranty.

### **THIS WARRANTY DOES NOT COVER:**

1. Damage due to external causes, including accident, abuse beyond specified tolerances, misuse, problems with electrical power improper application, negligence or installation by parties other than Constant Technologies and its authorized dealers.
2. Customer's Own Material (COM) specified by the customer that is not a standard Constant Technologies offering
3. Color, grains, or texture of laminate and other covering materials due to natural variations over which Constant Technologies has no control.

There are no other warranties except as expressly set forth above, neither express or implied, including any warranty of merchantability or fitness for any particular purpose. We specifically exclude and will not pay consequential or incidental damages under this warranty.

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**COMPANY INFORMATION:**

Headquarters Address:  
125 Steamboat Avenue  
North Kingstown, RI 02852  
Office Phone: (401) 294-7171  
Fax Number: (401) 294-7505  
Website: [www.constanttech.com](http://www.constanttech.com)

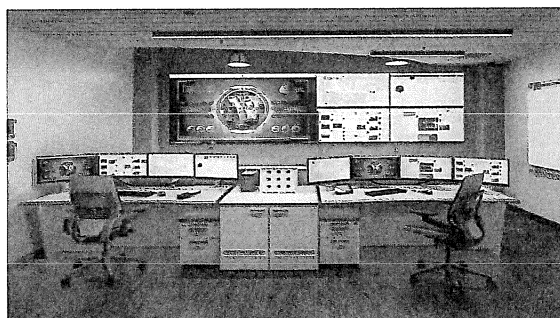
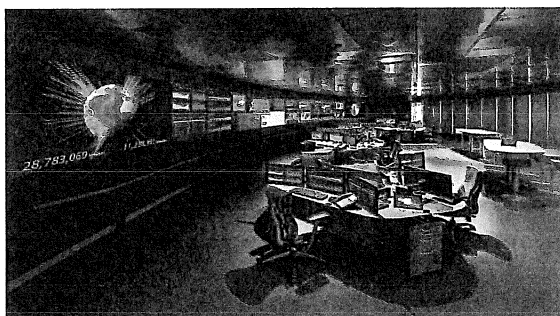
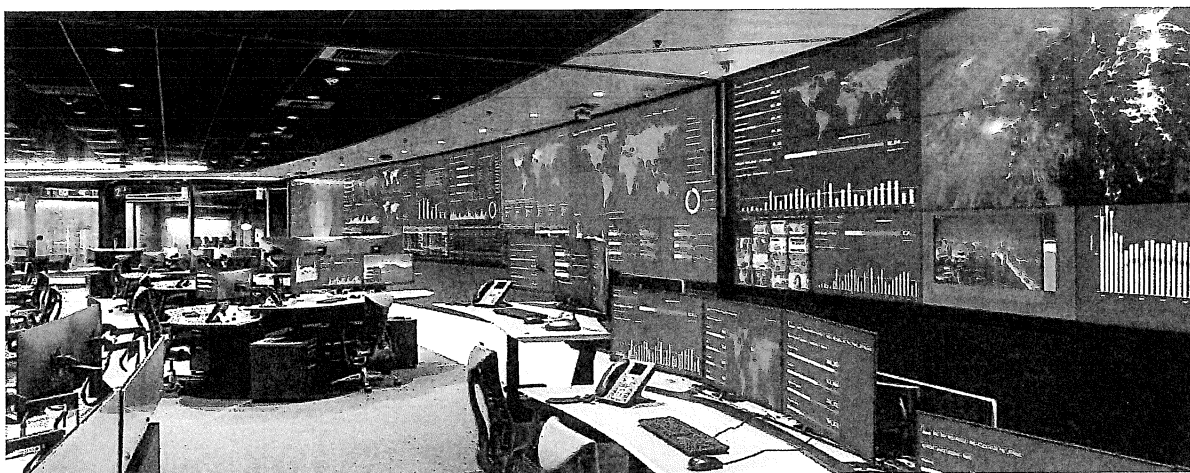


Federal Tax ID# 22-2503954  
Dun & Bradstreet# 04-933-5102  
NAICS Code: 334310  
Cage Code: 1MDG8  
Company Type: Corporation  
State of Incorporation: New Jersey  
Date of Incorporation: October 24, 1983

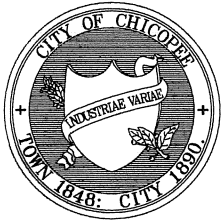
**PAYMENT STRUCTURE:**

Master Services Agreement can be modified to meet the standards and mutual benefit for both for both parties, below is a suggested format for either acceptance or discussion:

- 50% Due (Net 30) Upon Purchase Order
- 50% Due (Net 30) Upon Installation Completion



NO. \_\_\_\_\_



**CITY OF CHICOPEE  
MASSACHUSETTS**

CITY CLERK'S OFFICE  
CITY OF CHICOPEE  
2025 JAN -2 A 11:09

MD-2

**JANUARY 7, 2025**

**ORDERED THAT THE SUM OF TWENTY SEVEN THOUSAND SIX HUNDRED EIGHT AND 00/100 DOLLARS (\$27,608.00) BE AND HEREBY IS APPROPRIATED TO THE FOLLOWING NAMED ACCOUNT:**

**POLICE SPECIAL ACCOUNT FOR BUILDING RENOVATIONS  
(ACCT # 12100004-585006)**

**SAID AMOUNT IS TO BE TAKEN FROM AVAILABLE FUNDS IN THE STABILIZATION FUND  
(ACCT # 83001008-599980).**

Introduced by Councilor \_\_\_\_\_

Recommended by \_\_\_\_\_

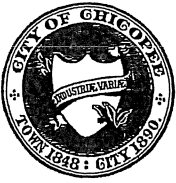
\_\_\_\_\_  
Mayor

City Council Action: \_\_\_\_\_

Presented to the Mayor for approval \_\_\_\_\_  
Date \_\_\_\_\_

Approved \_\_\_\_\_ Mayor

Returned to City Clerk \_\_\_\_\_ Attest \_\_\_\_\_ City Clerk  
Date \_\_\_\_\_



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**The City of  
Chicopee**

110 Church Street  
Chicopee, MA 01020  
(413) 592-6341

**CHICOPEE POLICE DEPARTMENT**  
**Chief Patrick J. Major**

December 23, 2024

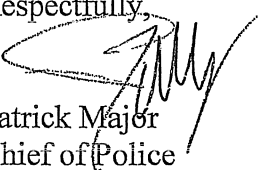
Mayor John L. Vieau  
Executive Office, City Hall  
Chicopee, MA

Dear Mayor,

I am pleased to inform you that the Chicopee Police Department has been awarded \$27,608.00 under the FY2024 Edward Byrne Memorial Justice Assistance Grant (JAG). The funds from this grant will be used to purchase three (3) sit/stand workstation consoles for the Real-Time Information Center. Please initiate the proceedings to have this grant accepted in accordance with M.G.L. Chapter 44, Section 53A.

I am also requesting an appropriation for the \$27,608.00, to be put into our Police Building Renovations account (#12100004-585006). This is a reimbursement grant and the department does not have the funds to cover the upfront costs.

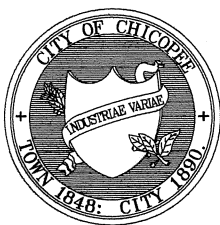
Respectfully,

  
Patrick Major  
Chief of Police

CC: Sharyn Riley, City Auditor

NO. \_\_\_\_\_

MO-3



**CITY OF CHICOPEE  
MASSACHUSETTS**

CITY CLERK'S OFFICE  
CITY OF CHICOPEE

2025 JAN -2 A 11:09

**JANUARY 7, 2025**

**ORDERED THAT THE SUM OF FIFTEEN THOUSAND FIVE HUNDRED FORTY AND 92/100 DOLLARS (\$15,540.92) BE AND HEREBY IS APPROPRIATED TO THE FOLLOWING NAMED ACCOUNT:**

**HUMAN RESOURCES SPECIAL ACCOUNT FOR INDEMNIFICATIONS OF POLICE & FIRE  
(ACCT # 11520004-574005)**

**SAID AMOUNT IS TO BE TAKEN FROM AVAILABLE FUNDS IN THE STABILIZATION FUND  
(ACCT # 83001008-599980).**

Introduced by Councilor \_\_\_\_\_

Recommended by \_\_\_\_\_

Mayor

City Council Action: \_\_\_\_\_

Presented to the Mayor for approval \_\_\_\_\_

Date

Approved \_\_\_\_\_

Mayor

Returned to City Clerk \_\_\_\_\_

Date

Attest \_\_\_\_\_

City Clerk

Chicopee IOD Fire Nov 11-15-24 to 11-29-24

EMPLOYEE	PROVIDER TO BE PAID	CHARGE	ALLOWED AMOUNT	DOS BEGIN	DOS END	LOSS DATE	Location2
Brandon Haden	CAREWORKS MANAGED CARE SERVICES INC	\$1.25	\$1.25	10/03/2024	10/03/2024	08/27/2023	CHICOPTEE FIRE IOD
Brandon Haden	CD PRACTICE ASSOCIATES INC	\$229.00	\$65.91	10/03/2024	10/03/2024	08/27/2023	CHICOPTEE FIRE IOD
Brandon Haden	MY MATRIXX	\$20.24	\$20.24	11/13/2024	11/13/2024	08/27/2023	CHICOPTEE FIRE IOD
Brandon Haden	OMNI UNDERWRITING MANAGERS LLC	\$573.75	\$573.75	11/21/2024	11/21/2024	08/27/2023	CHICOPTEE FIRE IOD
Ismael Quiles	CAREWORKS MANAGED CARE SERVICES INC	\$1.25	\$1.25	09/24/2024	09/24/2024	09/23/2024	CHICOPTEE FIRE IOD
Ismael Quiles	OMNI UNDERWRITING MANAGERS LLC	\$425.00	\$425.00	11/21/2024	11/21/2024	09/23/2024	CHICOPTEE FIRE IOD
Jason Balut	OMNI UNDERWRITING MANAGERS LLC	\$127.50	\$127.50	11/21/2024	11/21/2024	05/02/2024	CHICOPTEE FIRE IOD
Jon Goudreault	OMNI UNDERWRITING MANAGERS LLC	\$233.75	\$233.75	11/21/2024	11/21/2024	06/03/2024	CHICOPTEE FIRE IOD
Katherine Collins-Kalbaugh	OMNI UNDERWRITING MANAGERS LLC	\$276.25	\$276.25	11/21/2024	11/21/2024	09/09/2024	CHICOPTEE FIRE IOD
Marc Stiles	OMNI UNDERWRITING MANAGERS LLC	\$425.00	\$425.00	11/21/2024	11/21/2024	05/06/2024	CHICOPTEE FIRE IOD
Robert McQueen	OMNI UNDERWRITING MANAGERS LLC	\$467.50	\$467.50	11/21/2024	11/21/2024	12/24/2022	CHICOPTEE FIRE IOD
Robert Mendrala	MY MATRIXX	\$584.71	\$584.71	11/11/2024	11/11/2024	10/01/2000	CHICOPTEE FIRE IOD RETIREE
Robert Mendrala	MY MATRIXX	\$55.42	\$55.42	11/12/2024	11/12/2024	10/01/2000	CHICOPTEE FIRE IOD RETIREE
Robert Mendrala	MY MATRIXX	\$600.39	\$600.39	11/12/2024	11/12/2024	10/01/2000	CHICOPTEE FIRE IOD RETIREE
Robert Mendrala	MY MATRIXX	\$16.62	\$16.62	11/18/2024	11/18/2024	10/01/2000	CHICOPTEE FIRE IOD RETIREE
Robert Mendrala	MY MATRIXX	\$13.19	\$13.19	11/18/2024	11/18/2024	10/01/2000	CHICOPTEE FIRE IOD RETIREE
Stephen Lusty	BAYSTATE MRI & IMAGING CENTER	\$2,280.00	\$671.90	10/14/2024	10/14/2024	08/29/2024	CHICOPTEE FIRE IOD
Stephen Lusty	CAREWORKS MANAGED CARE SERVICES INC	\$4.24	\$4.24	10/11/2024	10/11/2024	08/29/2024	CHICOPTEE FIRE IOD
Stephen Lusty	CAREWORKS MANAGED CARE SERVICES INC	\$1.25	\$1.25	10/14/2024	10/14/2024	08/29/2024	CHICOPTEE FIRE IOD
Stephen Lusty	MEDRISK INC	\$265.00	\$95.93	10/11/2024	10/11/2024	08/29/2024	CHICOPTEE FIRE IOD
Stephen Lusty	OMNI UNDERWRITING MANAGERS LLC	\$637.50	\$637.50	11/21/2024	11/21/2024	08/29/2024	CHICOPTEE FIRE IOD
Stephen Hupfer	OMNI UNDERWRITING MANAGERS LLC	\$170.00	\$170.00	11/21/2024	11/21/2024	11/02/2023	CHICOPTEE FIRE IOD



EMPLOYEE	PROVIDER TO BE PAID	CHARGE	ALLOWED AMOUNT	DOS BEGIN	DOS END	LOSS DATE	Location2
Zachary Vozella	OMNI UNDERWRITING MANAGERS LLC	\$212.50	\$212.50	11/21/2024	11/21/2024	07/03/2024	CHICOPEE FIRE IOD
TOTAL		\$7,621.31	\$5,681.05				

5681.05  
+ 5160.55  
 10841.60 > FIRE Total  
4699.32 > Police Total  
\$ 15,540.92 Fire & Police Grand Total

EMPLOYEE	PROVIDER TO BE PAID	CHARGE	ALLOWED AMOUNT	DOS BEGIN	DOS END	LOSS DATE	Location2
David Guilbert	BAYSTATE MEDICAL PRACTICES	\$307.00	\$98.77	06/11/2024	06/11/2024	01/14/2003	CHICOPPEE FIRE IOD RETIREE
David Guilbert	CAREWORKS MANAGED CARE SERVICES INC	\$2.50	\$2.50	06/11/2024	06/11/2024	01/14/2003	CHICOPPEE FIRE IOD RETIREE
David Guilbert	MY MATRIX	\$379.92	\$379.92	11/27/2024	11/27/2024	01/14/2003	CHICOPPEE FIRE IOD RETIREE
David Guilbert	MY MATRIX	\$28.34	\$28.34	11/27/2024	11/27/2024	01/14/2003	CHICOPPEE FIRE IOD RETIREE
Ismael Quiles	BAYSTATE MEDICAL PRACTICES	\$195.00	\$65.91	10/21/2024	10/21/2024	09/23/2024	CHICOPPEE FIRE IOD
Ismael Quiles	CAREWORKS MANAGED CARE SERVICES INC	\$1.25	\$1.25	10/11/2024	10/11/2024	09/23/2024	CHICOPPEE FIRE IOD
Ismael Quiles	CAREWORKS MANAGED CARE SERVICES INC	\$1.25	\$1.25	10/21/2024	10/21/2024	09/23/2024	CHICOPPEE FIRE IOD
Ismael Quiles	NEW ENGLAND ORTHOPEDIC SURGEO	\$292.00	\$100.00	10/11/2024	10/11/2024	09/23/2024	CHICOPPEE FIRE IOD
Joseph Martinez	CAREWORKS MANAGED CARE SERVICES INC	\$2.50	\$2.50	09/03/2024	09/03/2024	09/03/2024	CHICOPPEE FIRE IOD
Joseph Martinez	HOLYOKE MEDICAL CENTER	\$1,350.00	\$515.03	09/03/2024	09/03/2024	09/03/2024	CHICOPPEE FIRE IOD
Robert McQueen	NEW ENGLAND ORTHOPEDIC SURGEO	\$240.00	\$65.91	10/08/2024	10/08/2024	12/24/2022	CHICOPPEE FIRE IOD
Robert Mendrala	MY MATRIX	\$17.57	\$17.57	11/21/2024	11/21/2024	10/01/2000	CHICOPPEE FIRE IOD RETIREE
Robert Mendrala	MY MATRIX	\$1,642.02	\$1,642.02	11/21/2024	11/21/2024	10/01/2000	CHICOPPEE FIRE IOD RETIREE
Stephen Lusty	CAREWORKS MANAGED CARE SERVICES INC	\$4.24	\$4.24	10/17/2024	10/17/2024	08/29/2024	CHICOPPEE FIRE IOD
Stephen Lusty	CAREWORKS MANAGED CARE SERVICES INC	\$5.15	\$5.15	10/22/2024	10/22/2024	08/29/2024	CHICOPPEE FIRE IOD
Stephen Lusty	CAREWORKS MANAGED CARE SERVICES INC	\$1.25	\$1.25	10/24/2024	10/24/2024	08/29/2024	CHICOPPEE FIRE IOD
Stephen Lusty	MEDRISK INC	\$265.00	\$95.93	10/17/2024	10/17/2024	08/29/2024	CHICOPPEE FIRE IOD
Stephen Lusty	MEDRISK INC	\$245.00	\$48.54	10/22/2024	10/22/2024	08/29/2024	CHICOPPEE FIRE IOD
Stephen Lusty	UMASS MEMORIAL MEDICAL GROUP I	\$657.00	\$132.82	10/24/2024	10/24/2024	08/29/2024	CHICOPPEE FIRE IOD
Stephen Hupfer	CAREWORKS MANAGED CARE SERVICES INC	\$4.90	\$4.90	10/11/2024	10/11/2024	11/02/2023	CHICOPPEE FIRE IOD
Stephen Hupfer	CAREWORKS MANAGED CARE SERVICES INC	\$3.75	\$3.75	10/14/2024	10/14/2024	11/02/2023	CHICOPPEE FIRE IOD
Stephen Hupfer	CAREWORKS MANAGED CARE SERVICES INC	\$4.91	\$4.91	10/18/2024	10/18/2024	11/02/2023	CHICOPPEE FIRE IOD
Stephen Hupfer	CAREWORKS MANAGED CARE SERVICES INC	\$4.90	\$4.90	10/21/2024	10/21/2024	11/02/2023	CHICOPPEE FIRE IOD
Stephen Hupfer	CAREWORKS MANAGED CARE SERVICES INC	\$4.90	\$4.90	10/23/2024	10/23/2024	11/02/2023	CHICOPPEE FIRE IOD
Stephen Hupfer	CAREWORKS MANAGED CARE SERVICES INC	\$4.90	\$4.90	10/28/2024	10/28/2024	11/02/2023	CHICOPPEE FIRE IOD
Stephen Hupfer	PARADIGM SPECIALTY NETWORKS	\$300.00	\$45.10	10/11/2024	10/11/2024	11/02/2023	CHICOPPEE FIRE IOD

EMPLOYEE	PROVIDER TO BE PAID	CHARGE	ALLOWED AMOUNT	DOS BEGIN	DOS END	LOSS DATE	Location2
Stephen Hupfer	PARADIGM SPECIALTY NETWORKS	\$315.00	\$45.52	10/18/2024	10/18/2024	11/02/2023	CHICOPPEE FIRE IOD
Stephen Hupfer	PARADIGM SPECIALTY NETWORKS	\$300.00	\$45.10	10/21/2024	10/21/2024	11/02/2023	CHICOPPEE FIRE IOD
Stephen Hupfer	PARADIGM SPECIALTY NETWORKS	\$300.00	\$45.10	10/23/2024	10/23/2024	11/02/2023	CHICOPPEE FIRE IOD
Stephen Hupfer	PARADIGM SPECIALTY NETWORKS	\$300.00	\$45.10	10/28/2024	10/28/2024	11/02/2023	CHICOPPEE FIRE IOD
Stephen Hupfer	PARADIGM SPECIALTY NETWORKS	\$300.00	\$45.10	10/30/2024	10/30/2024	11/02/2023	CHICOPPEE FIRE IOD
Stephen Hupfer	PARADIGM SPECIALTY NETWORKS	\$300.00	\$45.10	11/06/2024	11/06/2024	11/02/2023	CHICOPPEE FIRE IOD
Stephen Hupfer	RESILIENCE PHYSICAL THERAPY AN	\$300.00	\$49.36	10/14/2024	10/14/2024	11/02/2023	CHICOPPEE FIRE IOD
Zachary Vozella	BAYSTATE MEDICAL CENTER	\$3,102.00	\$1,546.66	10/22/2024	10/22/2024	07/03/2024	CHICOPPEE FIRE IOD
Zachary Vozella	CAREWORKS MANAGED CARE SERVICES INC	\$11.25	\$11.25	10/22/2024	10/22/2024	07/03/2024	CHICOPPEE FIRE IOD
<b>TOTAL</b>		<b>\$11,193.50</b>	<b>\$5,160.55</b>				

EMPLOYEE	PROVIDER TO BE PAID	CHARGE	ALLOWED AMOUNT	DOS BEGIN	DOS END	LOSS DATE	Location2
Holly Cote	CAREWORKS MANAGED CARE SERVICES INC	\$2.50	\$2.50	08/16/2024	08/16/2024	05/05/2021	CHICOPTEE POLICE IOD
Keith Hevey	OMNI UNDERWRITING MANAGERS LLC	\$467.50	\$467.50	11/21/2024	11/21/2024	03/21/2023	CHICOPTEE POLICE IOD
Melissa Lyman	OMNI UNDERWRITING MANAGERS LLC	\$318.75	\$318.75	11/21/2024	11/21/2024	07/19/2024	CHICOPTEE POLICE IOD
Nicholas Smith	CAREWORKS MANAGED CARE SERVICES INC	\$2.50	\$2.50	05/29/2024	05/29/2024	07/28/2023	CHICOPTEE POLICE IOD
Nicholas Smith	OMNI UNDERWRITING MANAGERS LLC	\$160.00	\$160.00	11/21/2024	11/21/2024	03/13/2024	CHICOPTEE POLICE IOD
Stephen Fopp	CAREWORKS MANAGED CARE SERVICES INC	\$5.15	\$5.15	10/10/2024	10/10/2024	04/16/2024	CHICOPTEE POLICE IOD
Stephen Fopp	MEDRISK INC	\$351.00	\$49.25	10/10/2024	10/10/2024	04/16/2024	CHICOPTEE POLICE IOD
<b>TOTAL</b>		<b>\$1,307.40</b>	<b>\$1,005.65</b>				

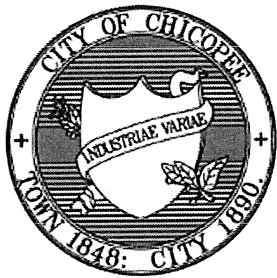
1005.65

+ 3693.67

4699.32

Police Grand Total

EMPLOYEE	PROVIDER TO BE PAID	CHARGE	ALLOWED AMOUNT	DOS BEGIN	DOS END	LOSS DATE	Location2
Chad Foisy	Leslie Love	\$2,600.00	\$1,911.91	04/02/2024	07/17/2024	05/23/2021	CHICOPEE POLICE IOD RETIREE
Keith Hevey	CAREWORKS MANAGED CARE SERVICES INC	\$1.25	\$1.25	10/02/2024	10/02/2024	03/21/2023	CHICOPEE POLICE IOD
Keith Hevey	NEW ENGLAND ORTHOPEDIC SURGEO	\$240.00	\$65.91	10/02/2024	10/02/2024	03/21/2023	CHICOPEE POLICE IOD
Matthew Lemieux	OMNI UNDERWRITING MANAGERS LLC	\$531.25	\$531.25	11/21/2024	11/21/2024	11/02/2024	CHICOPEE POLICE IOD
Melissa Lyman	CAREWORKS MANAGED CARE SERVICES INC	\$5.26	\$5.26	10/22/2024	10/22/2024	07/19/2024	CHICOPEE POLICE IOD
Melissa Lyman	CAREWORKS MANAGED CARE SERVICES INC	\$5.38	\$5.38	10/24/2024	10/24/2024	07/19/2024	CHICOPEE POLICE IOD
Melissa Lyman	MEDRISK INC	\$274.86	\$46.92	10/22/2024	10/22/2024	07/19/2024	CHICOPEE POLICE IOD
Melissa Lyman	MEDRISK INC	\$361.35	\$69.56	10/24/2024	10/24/2024	07/19/2024	CHICOPEE POLICE IOD
Melissa Lyman	MEDRISK INC	\$361.35	\$69.56	11/01/2024	11/01/2024	07/19/2024	CHICOPEE POLICE IOD
Stephen Fopp	CAREWORKS MANAGED CARE SERVICES INC	\$1.48	\$1.48	10/15/2024	10/15/2024	04/16/2024	CHICOPEE POLICE IOD
Stephen Fopp	CAREWORKS MANAGED CARE SERVICES INC	\$1.48	\$1.48	10/21/2024	10/21/2024	04/16/2024	CHICOPEE POLICE IOD
Stephen Fopp	MEDRISK INC	\$150.00	\$72.12	10/15/2024	10/15/2024	04/16/2024	CHICOPEE POLICE IOD
Stephen Fopp	MEDRISK INC	\$150.00	\$72.12	10/21/2024	10/21/2024	04/16/2024	CHICOPEE POLICE IOD
Stephen Fopp	OMNI UNDERWRITING MANAGERS LLC	\$595.00	\$595.00	11/21/2024	11/21/2024	04/16/2024	CHICOPEE POLICE IOD
Travis Odiorne	MY MATRIX	\$244.47	\$244.47	11/27/2024	11/27/2024	10/01/2020	CHICOPEE POLICE IOD
<b>TOTAL</b>		<b>\$5,523.13</b>	<b>\$3,693.67</b>				



# City of Chicopee, Massachusetts

## OFFICE OF THE MAYOR

John L. Vieau

Mayor

January 7, 2025

### TO THE CITY COUNCIL:

You are hereby notified that I have this day appointed, Monica Torres, 241 Chicopee Street, Chicopee, Massachusetts as a responsible party for the solicitation of contributions to the City of Chicopee for municipal sponsored entertainment events, educational programs, and other city activities. To which appointment I ask the confirmation of your honorable Council.

Mayor John L. Vieau

I hereby accept the above office, subject to the Statutes of the Commonwealth of Massachusetts and the Ordinances of the City of Chicopee.

Monica Torres

Date:

MO-4

CITY CLERK'S OFFICE  
CHICOPEE, MASSACHUSETTS  
2025 JAN - 2 - A 11: 09



# CITY OF CHICOPEE MASSACHUSETTS

CITY CLERK'S OFFICE  
CITY OF CHICOPEE

Referred to Utilities  
2025 JAN -2 P 2:44

Committee

10/15/2024

Petition from Eversource Gas of Massachusetts herby requests that it be granted a location and permission to install and maintain 1,090' of 6" and 2" MP plastic gas main on Lynwood Drive and Greenwood Terrace with such laterals and service connections as it may now or subsequently find necessary.

Said Gas main will be installed in accordance with the plans enclosed.

*motion to approve the ABOVE STATED  
petition From Eversource Gas of MASS  
Regarding Lynwood Drive + Greenwood Terrace*

*12/12/2024*

The Committee reports as follows:

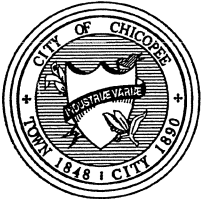
Favorable

Unfavorable

*Morse A. Balaban*

*Susan Solt*

*Abby Amiaga (200m)*



# CITY OF CHICOPEE MASSACHUSETTS

6

CITY CLERK'S OFFICE  
CITY OF CHICOPEE

Referred to

Utilities

Committee

10/15/2024

Petition from Eversource Gas of Massachusetts hereby requests that it be granted a location and permission to install and maintain 4950' of 2" MP plastic gas main on Sherman Avenue, Davenport Street, Northwood Street and Mellen Street with such laterals and service connections as it may now or subsequently find necessary.

Said Gas main will be installed in accordance with the plans enclosed.

*LETTER MADE TO APPROVE PETITION FROM  
EVERSOURCE GAS OF MASS REGARDING ABOVE  
STATED PROJECT ON SHERMAN AVE, DAVENPORT  
ST, NORTHWOOD ST AND MELLE STREET.*

The Committee reports as follows:

*12/12/2024*

Favorable

Unfavorable

*Gerard A. Balchuk*

*Susan Goff*

*Abby Arreaga (200M)*





# CITY OF CHICOPEE MASSACHUSETTS

7

Referred to

Rules

Committee

8-6-2024

BE IT ORDERED THAT THE RULES AND ORDERS OF THE CITY COUNCIL MEETINGS SHALL BE AMENDED AS FOLLOWS:

Rule #15

DELETE

Standing committees shall be appointed as follows: Public Works, Personnel, Recreation, Communications, Utilities, Finance, Community Development, Senior Citizens, Ordinance, Rules, License, Public Safety/Police Commission, Zoning, Water Resource, Claims and Accounts, and Resort Casinos and Gaming. The committee on Finance shall consist of five (5) members to include the President and four (4) other members. The committee on Zoning shall consist of five (5) members. The Resort Casinos and Gaming Committee will conform to the Gaming Act of the Commonwealth of Massachusetts and all city ordinances of the City of Chicopee either as a host community of a surrounding community neighbor and consist of five (5) members.

AND INSERT IN PLACE THEREOF

Standing committees shall be appointed as follows: Public Works, Personnel, Recreation, Communications, Utilities, Finance, Community Development, Senior Citizens, Ordinance, Rules, License, Public Safety/Police Commission, Zoning, Water Resource, Claims and Accounts, and Resort Casinos and Gaming. The committee on Finance shall consist of five (5) members to include the President and four (4) other members. The committee on Zoning shall consist of five (5) members. The Resort Casinos and Gaming Committee will conform to the Gaming Act of the Commonwealth of Massachusetts and all city ordinances of the City of Chicopee either as a host community of a surrounding community neighbor and consist of five (5) members. The function of these committees is to research, discuss, and modify proposals for more efficient consideration by the City Council. There shall be a Committee of the Whole, which shall consist of all members of the Council.

No item shall be referred to the Committee of the Whole except if referred by a two thirds majority vote of the Council.

*Attached is the amended Rule#15 recommendation.*

(Wagner/Laflamme)

The Committee reports as follows:

Favorable

Unfavorable

*Rich Laflamme  
Guy R. Lelievre  
Bob J. Zgarbo  
George A. Balaban  
Shane Brooks (Zoom)*

Committee amended to read as follows:

Standing committees shall be appointed as follows:

Finance & Budget

The committee on Finance shall consist of (5) members to include the President and Vice President

Zoning

License

Ordinance

Human Resources & Communication

Public Works, Utilities, & Water Resource

Recreation & Resort Casino and Gaming

Rules

The committee on Rules shall consist of (5) members to include President and Vice President

Public Safety/Police Commission

Senior Citizens & Education

Community Development/Economic

Claims & Accounts

All committees shall consist of (5) members

No item shall be referred to the Committee of the Whole except if referred by a two thirds majority vote of the Council.

This rule will take effect January 2026.



# CITY OF CHICOPEE MASSACHUSETTS

CITY CLERK'S OFFICE  
CITY OF CHICOPEE

Referred to

Rules

Committee

11-7-2024

2025 JAN -2 P 2:45

BE IT ORDERED THAT rule 15 of the Rules of the City Council be amended to read as follows:

- a. Standing Committees shall be appointed as follows: Claims and Accounts, Finance and Budget, Rules and Ordinances, Public Works and Resources, Zoning and Licenses, Human Resources, Public Health and Safety, Government Relations and Municipal Operations, Community and Economic Development. All committees shall have five members unless otherwise specified. There shall be a Committee of the Whole consisting of all members of the Council. No item shall be referred to the committee of the whole except by a two thirds majority vote.

*Motion to Defeat*

(Wagner/Laflamme)

*12-12-24*

The Committee reports as follows:

Favorable

Unfavorable

*Harry R. Laline*  
*Shane Brooks (Zoom)*

*~~John Laflamme~~*

*Adrian Zygaris*  
*George A. Balaban*  
*Frank Laflamme*



# CITY OF CHICOPEE MASSACHUSETTS

CITY CLERK'S OFFICE  
CITY OF CHICOPEE

9

Referred to

Rules

2025 JAN 2 P 2:45 Committee

6-4-2024/ 9-17-2024

BE IT ORDERED THAT A PETITION TO THE GENERAL COURT, ACCOMPANIED BY A BILL FOR A SPECIAL LAW RELATING TO THE RECALL OF ANY HOLDER OF ELECTIVE OFFICE IN THE CITY OF CHICOPEE TO BE FILED IN THE GENERAL COURT WITH AN ATTESTED COPY OF THIS ORDER, BE AND HEREBY IS, APPROVED UNDER CLAUSE (1) OF SECTION 8 OF ARTICLE 2 OF THE AMENDMENTS TO THE CONSTITUTION OF THE COMMONWEALTH OF MASSACHUSETTS, SO THAT THE ATTACHED LEGISLATION BE ADOPTED PRECISELY AS FOLLOWS, EXCEPT FOR CLERICAL OR EDITORIAL CHANGES OF FORM ONLY:-

Motion to Amend 25% of Registered Voters  
To 5000 Registered Voters of the City of Chicopee

(Laflamme)

The Committee reports as follows:

Favorable

*[Signature]*

*Gary R. Laine*

~~*Shane Brooks (Zoom)*~~

*Robert J. Zgarowski*

*George A. Balakie*

Unfavorable

*Shane Brooks (Zoom)*

## **AN ACT RELATIVE TO THE RECALL OF ANY HOLDER OF ELECTIVE OFFICE IN THE CITY OF CHICOPEE.**

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:*

SECTION 1. Any holder of an elective city office in the City of Chicopee may be recalled from office for any reason by the registered voters of the city as provided in this act.

An initial recall affidavit signed by at least 500 registered voters of the city containing the voters' names and addresses may be filed with the City Clerk. The initial recall affidavit shall contain the name of the officer sought to be recalled, the office sought to be recalled and a statement of the grounds for recall. The City Clerk shall immediately forward the recall affidavit to the Registrar of Voters for verification of signatures,

The Registrar of Voters shall verify the signatures on the initial recall affidavit within 14 calendar days of receipt of the initial recall affidavit. If the initial recall affidavit is found to contain a sufficient number of verified signatures, the City Clerk shall deliver to the first 10 registered voters who signed the affidavit a formal numbered and printed recall petition sheet with the City Clerk's official seal and addressed to the City Council demanding the recall and the election of a successor to the office.

The 10 registered voters of the city to whom the City Clerk delivered recall petition sheets shall have 30 days from the date of delivery of the recall petition sheets in which to file their signed recall petition sheets with the City Clerk.

To proceed with the recall election, the City Clerk shall receive within 30 days from the date of delivery of the recall petition sheets, the required number of signed recall petition sheets containing the signatures, names and street addresses of at least 5,000 of the registered voters of the City of Chicopee as of the date the signed recall petition sheets are delivered to the City Clerk.

Within 5 working days of receipt of the recall petition sheets, the City Clerk shall submit the recall petition sheets to the Registrar of Voters and the Registrar of Voters shall verify the number of signatures which are names of registered voters of the City.

If the total recall petition sheets shall be found and certified by the Registrar of Voters to be sufficient, the certified petition shall be submitted with the certificate of the City Clerk to the City Council without delay. The City Council shall give written notice of the receipt of the certified petition to the officer sought to be recalled. If the officer does not resign within 5 calendar days of the date notice, then the City Council shall promptly order an election to be held on a date fixed by them not more than 90 days after receipt of the certified petition.

If any other city election is scheduled to occur within 100 days after the date of receipt of the certified petition, the City Council may postpone the holding of the recall election to the date of the other election and may include the question of recall on the ballot for that other election. If a vacancy occurs in the office after a recall election has been ordered, the election shall nevertheless proceed as provided in this act.

An officer sought to be recalled may be a candidate to succeed the officer in an election to be held to fill the vacancy. Unless the officer requests otherwise in writing, the City Clerk shall place the officer's name on the ballot without nomination. The nomination of other candidates, the publication of the warrant for

the recall election and the conduct of the nomination and publication, shall all be in accordance with the law relating to elections, unless otherwise provided in this act.

Recall of One or more Office Holders: The question of recalling any number of officers may be submitted at the same election. For each officer whose recall is sought there shall be a separate ballot. The nomination of candidates to succeed an officer whose recall is sought, the publication of the warrant for said recall election, and the conduct of such election, shall all be in accordance with the provisions of the General Laws.

The incumbent shall continue to perform the duties of the office until the recall election. If the incumbent is not recalled, the incumbent shall continue in office for the remainder of the unexpired term. If not re-elected in the recall election, the incumbent shall be considered removed from office immediately and the office vacant.

Any elected official that is indicted for a crime punishable by imprisonment, shall be placed on paid administrative leave until the resolution of the case. If said elected official is convicted of a crime punishable by imprisonment, they shall be terminated per Chapter 435 of the Acts of 2014. The City Council shall determine by majority vote who shall fill the temporary vacancy imposed by the paid administrative leave.

An initial recall affidavit shall not be filed against an officer within 6 months after the officer takes office or within the last 6 months of the term. In the case of an officer subjected to a recall election and not recalled, a new recall affidavit shall not be filed against that officer until at least 3 months have elapsed after the election at which the previous recall was submitted to the voters of the City.

#### Recall Election Ballots

Ballots used in a recall election shall submit the following propositions in the order indicated:

For the recall of (name of officer)

Against the recall of (name of officer)

Immediately to the right of each proposition there shall be a square in which the voter, by making a cross mark (x), may vote for either of such propositions. Under the proposition shall appear the word "Candidates" and the direction "Vote for One" and beneath the names of the candidates nominated as hereinbefore provided.

SECTION 2. So much of the charter of said City and of the amendments thereto as is inconsistent herewith is hereby repealed.

SECTION 3. This act shall take effect upon its acceptance by a majority of the qualified voters of the City of Chicopee, present and voting therein at the state election in the current year and shall be known as Article VIII Section 66 of the Charter of the City of Chicopee.



# CITY OF CHICOPEE MASSACHUSETTS

10

CITY CLERK'S OFFICE  
CITY OF CHICOPEE

Referred to

Rules

Committee

9-5-2024

2025 JAN -2 P 2:45

BE IT ORDERED THAT the Rules and Orders of the City Council Meetings shall be amended as follows  
Rule 15. add to standing committees a Litter Committee.

Motion to Place on file

Motion Send to Mayor to Review this Request

(Wagner)(Pniak-Costello)

The Committee reports as follows:

Favorable

Unfavorable

Frank Loffbume

Gay R. Laine

Shane Brooks (Zoom)

Carl J. Jygaw

George A. Balaban



# CITY OF CHICOPEE MASSACHUSETTS

11

Referred to

Rules

CITY CLERK'S OFFICE  
COMMITTEE

10-1-2024

2025 JAN -2 -P 2:45

BE IT ORDERED THAT the Rules Committee meet for an update and review on requests for withdrawals on petitions in subcommittees.

Motion to Send back to maker  
for Clarification

12/12/2024

Mary Beth Pniak-Costello (Ward 9)

The Committee reports as follows:

Favorable

Unfavorable

Paul D. Plummer  
Gary R. Linn  
Shane Brooks (Zoom)  
Robert J. Zyganski  
Norman A. Balaheer





# CITY OF CHICOPEE MASSACHUSETTS

12

CITY CLERK'S OFFICE  
CITY OF CHICOPEE

Referred to

Rules

Committee

6/18/2023 - 9/17/2024

JUN 20 2 45

BE IT ORDERED THAT THE RULES AND ORDERS OF THE CITY COUNCIL MEETINGS SHALL BE AMENDED AS FOLLOWS:

DELETE

11c. Any order, ordinance, resolution, or petition, or communication, submitted to the City Clerk after 3:00 PM on the Thursday prior to the regular meeting of the City Council shall be deemed to be a late file order. (Sunset Clause – Until December 2013).

AND INSERT IN PLACE THEREOF

11c. Late File Orders, i.e. any order, ordinance, resolution, or petition, or communication, submitted to the City Clerk after 3:00 PM on the Thursday prior to the regular meeting of the City Council, ***will only be accepted if they are deemed an emergency order, ordinance, resolution, or petition, or communication.***

Committee amended to read as follows:

AND INSERT IN PLACE THEREOF

11c. Any order, ordinance, resolution, or petition, or communication, submitted to the City Clerk after 3:00 PM on the Thursday prior to the regular meeting of the City Council, ***will only be accepted if they are deemed an emergency order, approved by the Mayor and President of the City Council.***

12/12/2024

The Committee reports as follows:

Favorable

Unfavorable

Frank Leflaur  
Gary R. Leflaur  
Shane Brooks (Zoom)  
Robert J. Jozani  
George A. Babbar



# CITY OF CHICOPEE MASSACHUSETTS

CITY CLERK'S OFFICE  
CITY OF CHICOPEE

Referred to

Rules

Committee

11-7-2024

2025 JAN -2 P 2:45

BE IT ORDERED THAT THE RULES AND ORDERS OF THE CITY COUNCIL MEETINGS SHALL BE AMENDED AS FOLLOWS:

DELETE

11 e. All orders, ordinances, resolution, petitions, communication, or late file orders must be day and time stamped by the City Clerk on the day of submission. This rule does not apply as late file to any Committee Reports.

AND INSERT IN PLACE THEREOF

11 e. All orders, ordinances, resolutions, petitions, communications must be day and time stamped by the City Clerk on the day of the submission.

changed

Committee amended to read as follows:

AND INSERT IN PLACE THEREOF

11 e. All orders, ordinances, resolutions, petitions, communications must be date and time stamped by the City Clerk on the day of the submission.

(Laflamme)

The Committee reports as follows:

12/12/2024

Favorable

Unfavorable

John Laflamme  
Gary R. Lohr  
Shayne Brooks (Zoom)  
Robert J. Jgarach  
George A. Balabien



CITY OF CHICOPEE  
MASSACHUSETTS

14

CITY CLERK'S OFFICE  
CITY OF CHICOPEE

January 7, 2025  
2:05 PM - 2:45 PM

BE IT ORDERED THAT the City Council meet to discuss the Open Meeting Law Complaint filed by Jonathan Gerhardson received on December 13, 2024 regarding the meeting agendas and minutes not being ADA compliant and the zoom link for City Council meetings and committee meetings not being clickable.

Introduced by: Frank Laflamme (At-Large)

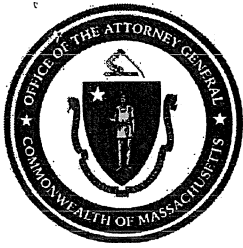
City Council Action:

Presented to the Mayor for Approval.....  
Date

Approved.....  
Date .....

Returned to City Clerk.....  
Date

Attest.....City Clerk



The Commonwealth of Massachusetts  
Office of the Attorney General  
One Ashburton Place  
Boston, Massachusetts 02108

RECEIVED  
2024 DEC 13 PM 2:08

## OPEN MEETING LAW COMPLAINT FORM

CITY COUNCIL  
CHICOPEE MA

### Instructions for completing the Open Meeting Law Complaint Form

The Attorney General's Division of Open Government interprets and enforces the Open Meeting Law, Chapter 30A of the Massachusetts General Laws, Sections 18-25. Below is the procedure for filing and responding to an Open Meeting Law complaint.

#### Instructions for filing a complaint:

- o Fill out the attached two-page form completely and sign it. File the complaint with the public body within 30 days of the alleged violation. If the violation was not reasonably discoverable at the time it occurred, you must file the complaint within 30 days of the date the violation was reasonably discoverable. A violation that occurs during an open session of a meeting is reasonably discoverable on the date of the meeting.
- o To file the complaint:
  - o For a local or municipal public body, you must submit a copy of the complaint to the chair of the public body **AND** to the municipal clerk.
  - o For all other public bodies, you must submit a copy of the complaint to the chair of the public body.
  - o Complaints may be filed by mail, email, or by hand. Please retain a copy for your records.
- o If the public body does not respond within 14 business days and does not request an extension to respond, contact the Division for further assistance.

#### Instructions for a public body that receives a complaint:

- o The chair must disseminate the complaint to the members of the public body.
- o The public body must meet to review the complaint within 14 business days (usually 20-22 calendar days).
- o After review, but within 14 business days, the public body must respond to the complaint in writing and must send the complainant a response and a description of any action the public body has taken to address it. At the same time, the body must send the Attorney General a copy of the response. The public body may delegate this responsibility to its counsel or a staff member, but only after it has met to review the complaint.
- o If a public body requires more time to review the complaint and respond, it may request an extension of time for good cause by contacting the Division of Open Government.

#### Once the public body has responded to the complaint:

- o If you are not satisfied with that the public body's response to your complaint, you may file a copy of the complaint with the Division by mail, e-mail, or by hand, but only once you have waited for 30 days after filing the complaint with the public body.
- o When you file your complaint with the Division, please include the complaint form and all documentation relevant to the alleged violation. You may wish to attach a cover letter explaining why the public body's response does not adequately address your complaint.
- o The Division will not review complaints filed with us more than 90 days after the violation, unless we granted an extension to the public body or you can demonstrate good cause for the delay.

If you have questions concerning the Open Meeting Law complaint process, we encourage you to contact the Division of Open Government by phone at (617) 963-2540 or by e-mail at [openmeeting@state.ma.us](mailto:openmeeting@state.ma.us).



## OPEN MEETING LAW COMPLAINT FORM

Office of the Attorney General  
One Ashburton Place  
Boston, MA 02108

Please note that all fields are required unless otherwise noted.

### Your Contact Information:

First Name: Jonathan Last Name: Gerhardson

Address: 116 Mandalay Rd

City: Chicopee State: MA Zip Code: 01020

Phone Number: 4133131069 Ext.

Email: jon.gerhardson@gmail.com

Organization or Media Affiliation (if any): skynet-times.blogspot.com

Are you filing the complaint in your capacity as an individual, representative of an organization, or media?

(For statistical purposes only)

☐ Individual ☐ Organization ☒ Media

### Public Body that is the subject of this complaint:

☒ City/Town ☐ County ☐ Regional/District ☐ State

Name of Public Body (including city/town, county or region, if applicable): Chicopee City Council, and all subcommittees

Specific person(s), if any, you allege committed the violation: Frank N. Laflamme, President

Date of alleged violation: Dec 12, 2024

## Description of alleged violation:

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

Meeting agendas and minutes are published to chicopeema.gov/agendacenter as pdf files created from scanned images, and do not contain any text.

This is not compliant with the Americans with Disabilities Act. Under the ADA governmental entities are required to provide effective communication that is accessible to individuals with disabilities. The Massachusetts Office on Disability explicitly states that electronic materials must be in an accessible format to comply with the law. (mass.gov/info-details/effective-communication-as-a-disability-right)

This violation applies to all agendas and meeting minutes published on chicopeema.gov that I reviewed.

This violation prevents individuals with a visual impairment from accessing meeting materials.

It is also an unnecessary burden on those who do not rely on assistive technology to access meeting materials, because the meeting agendas typically contain the url for attending a meeting through the video conferencing software Zoom. The problem here is these urls cannot be clicked on, nor copy and pasted, and a Zoom meeting link looks like this:

https://us02web.zoom.us/j/83976966008?pwd=rePBj1G8YncEmJzZaECBanX7DVIZv.1  
Meeting ID: 839 7696 6008  
Passcode: 450980

I say that this violation is unnecessary because the agenda packets which members of the council use for themselves \*do\* contain text, because they were never printed, then scanned, as the versions published to chicopeema.gov are.

In addition to complying with the ADA, a text version of meeting materials would allow for basic searching of agendas and minutes, which would improve transparency. This can be trivially done at no cost to the city by either publishing the same agenda packets used by the council themselves, or performing optical character recognition -- a technology that is at least 30 years old -- on its scanned documents. If the council is unsure as to the best way to convert its documents, Tesseract, and OCRmyPDF are both free and open source OCR software, are simple to use, and in my testing both converted a meeting agenda in less than 30 seconds.

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

Immediately comply with the Open Meeting Law by doing the following:

- Publish text versions of all past meeting materials
- Do the same for all future meeting materials
- (preferably) publish the full meeting agenda packet before meetings

///  
(while I am not immune to the irony of this, I am also too lazy to re-open this file in a full fledged PDF editor)

My name below in caps is my digital signature.

SIGNED: JONATHAN GERHARDSON DATED: December 12, 2024

## Review, sign, and submit your complaint

### I. Disclosure of Your Complaint.

**Public Record.** Under most circumstances, your complaint, and any documents submitted with your complaint, is considered a public record and will be available to any member of the public upon request.

**Publication to Website.** As part of the Open Data Initiative, the AGO will publish to its website certain information regarding your complaint, including your name and the name of the public body. The AGO will not publish your contact information.

### II. Consulting With a Private Attorney.

The AGO cannot give you legal advice and is not able to be your private attorney, but represents the public interest. If you have any questions concerning your individual legal rights or responsibilities you should contact a private attorney.

### III. Submit Your Complaint to the Public Body.

The complaint must be filed first with the public body. If you have any questions, please contact the Division of Open Government by calling (617) 963-2540 or by email to openmeeting@state.ma.us.

By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

For Use By Public Body  
Date Received by Public Body:

For Use By AGO  
Date Received by AGO:



CITY OF CHICOPEE  
MASSACHUSETTS

CITY CLERK'S OFFICE  
CITY OF CHICOPEE

^^

2025 JAN -2 P 2:45

January 7, 2025

BE IT ORDERED THAT the property on 14 Dorothy Avenue be Referred to Public Works Committee for a public hearing

Introduced by: Mary Beth Pniak-Costello (Ward 9)

City Council Action:

---

Presented to the Mayor for Approval.....  
Date

Approved.....  
Date .....

Mayor

Returned to City Clerk.....  
Date

Attest.....City Clerk



CITY OF CHICOPEE  
MASSACHUSETTS

CITY CLERK'S OFFICE  
CITY OF CHICOPEE

^^

2025 JAN -2 P 2:45

January 7, 2025

BE IT ORDERED THAT that the DPW install a flashing stop sign on Rolf Avenue at the intersection of Dale Street.

Introduced by: Gary Labrie (Ward 8) / Abigail Arriaga (Ward 1)/ Robert J. Zygarowski (At-Large) /  
Timothy Wagner (At-Large)

City Council Action:

Presented to the Mayor for Approval.....  
Date

Approved.....  
Date .....Mayor

Returned to City Clerk.....  
Date

Attest.....City Clerk





CITY OF CHICOPEE  
MASSACHUSETTS

17

CITY CLERK'S OFFICE  
CITY OF CHICOPEE

^^

2025 JAN -2 P 2:45 January 7, 2025

BE IT ORDAINED by the City Council of the City of Chicopee as follows: that CHAPTER 260, as amended on February 21, 1995, be further amended by adding to ~~striking from~~ the following in schedule:

(Check Applicable)

- ( ) VI Parking Regulations
- ( ) X Winter Parking Regulations
- ( ) XI One-Way Streets
- (x) XIV Isolated Stop Signs
- ( ) XIII Right Turn on Red
- ( ) II Bus Stops
- ( ) Other (Indicate)

AS FOLLOWS: **BEELER AVENUE**

Traveling south at the intersection of Beeler Avenue & Britton Street

**ISOLATED STOP SIGN**

Introduced by: Pniak-Costello (Ward 9)

City Council Action:

Presented to the Mayor for Approval.....  
Date

Approved.....  
Date .....

Returned to City Clerk.....  
Date

Attest.....City Clerk



CITY OF CHICOPEE  
MASSACHUSETTS

CITY CLERK'S OFFICE  
CITY OF CHICOPEE

^^

JAN -2 P 2:45 January 7, 2025

BE IT ORDAINED by the City Council of the City of Chicopee as follows: that CHAPTER 260, as amended on February 21, 1995, be further amended by adding to ~~striking from~~ the following in schedule:

(Check Applicable)

- ( ) VI Parking Regulations
- ( ) X Winter Parking Regulations
- ( ) XI One-Way Streets
- (x) XIV Isolated Stop Signs
- ( ) XIII Right Turn on Red
- ( ) II Bus Stops
- ( ) Other (Indicate)

AS FOLLOWS:                      **QUINCY AVENUE**

Traveling north - at the intersection of Britton Street & Quincy Avenue

**ISOLATED STOP SIGN**

Introduced by:                      Pniak-Costello (Ward 9)

City Council Action: \_\_\_\_\_

Presented to the Mayor for Approval.....  
Date

Approved.....  
Date .....Mayor

Returned to City Clerk.....  
Date

Attest.....City Clerk



New or Renewal

CITY OF CHICOPEE  
MASSACHUSETTS



ALL FEES ARE NON-REFUNDABLE

Date of Petition: 12/17/2024

TO THE CITY COUNCIL:

The undersigned respectfully petition your honorable body for  
A Junk Dealer's License At: 34 Montgomery St.

Applied for by: Sayegh Jewders

Phone Numbers:

Business: 413-593-5170

Home:

Name and address of Petitioner:

Adib Sayegh  
90 Pheasant Dr.  
Springfield, MA 01119

Signed: Adib Sayegh

Date of Meeting: On the motion of Councilor

Affidavit ☒

Tax Verification Form ☒

Workmen's Compensation Certificate ☒

Amount Paid: \$90.00  
Clerks Initial: jee 12/17/24

\$185 pd  
@

20

THE COMMONWEALTH OF MASSACHUSETTS  
CITY OF CHICOPEE

APPLICATION FOR A LICENSE TO BUY, SELL, EXCHANGE, OR ASSEMBLE  
SECOND HAND MOTOR VEHICLES OR PARTS THEREOF

=====

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for a class license, to Buy, Sell, Exchange or assemble second hand motor vehicles or parts thereof, in accordance with the provisions of Chapter 140 of the General Laws.

1. Name of the business: Royal Motors Auto Sales, LLC

2. Business address: 874 Front Street, Chicopee, Massachusetts 01020

3. Is the above concern an individual, co-partnership, and association or a corporation?

3A. If an Individual, state full name and residential address:

4. If a co-partnership, state full names and residential address of the person composing it.

Vyacheslav Babinov: 55 Colony Drive, East Longmeadow, Massachusetts 01028

Alexandr Emciuc: 7 Fowler Street, Floor 2, Westfield, Massachusetts 01085

5. If an association or a corporation state full names and residential addresses of the principal officers.

President:

Secretary:

Treasurer:

6. Are you engaged principally in the business of buying, selling or exchanging motor vehicles: YES

If so, is your principal business the sale of new motor vehicles: NO

Is your principal business the buying and selling of second hand motor vehicles: YES

Is your principal business that of a motor vehicle junk dealer: NO

7. Give a complete description of all the premises to be used for the purpose of carrying on the business.

Real estate located at 874 Front Street, Chicopee, Massachusetts 01020; Property having been recorded with the Hampden County Registry of Deeds in Book 24382, Page 549, by Deed from Carlos G. Dias to Alexandr Emciuc and Vyacheslav Babinov, dated January 25, 2022. Of the aforementioned real estate, only the garage and parking lot are to be used for the purpose of conducting such business hereunder.

8. Are you a recognized agent of a motor vehicle manufacturer? NO

If so, state name of manufacturer:

CITY CLERK'S OFFICE  
CITY OF CHICOPEE  
2024 DEC 18 P 4:10

ALL FEES  
NON-REFUNDABLE

2025 RENEWAL

21

THE COMMONWEALTH OF MASSACHUSETTS  
CITY OF CHICOPEE

APPLICATION FOR A LICENSE TO BUY, SELL, EXCHANGE, OR ASSEMBLE  
SECOND HAND MOTOR VEHICLES OR PARTS THEREOF

=====

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for a 2nd class license, to Buy, Sell, Exchange or assemble second hand motor vehicles or parts thereof, in accordance with the provisions of Chapter 140 of the General Laws.

1. What is the name of the concern? Alansari Auto Sales & Repair, LLC
2. Business address of concern: 926, 928 & 930 Front Street
3. Is the above concern an individual, co-partnership, and association or a corporation? *Individual*
- 3A. If an Individual, state full name and residential address: Abdulwahab Mustafa, 33 Chapel Street, Chicopee, MA 01020
4. If a co-partnership, state full names and residential address of the person composing it.
5. If an association or a corporation state full names and residential addresses of the principal officers.  
Manager:  
Soc Signatory:  
Soc Signatory:
6. Are you engaged principally in the business of buying, selling or exchanging motor vehicles: *yes*  
If so, is your principal business the sale of new motor vehicles: *no*  
Is your principal business the buying and selling of second hand motor vehicles: *yes*  
Is your principal business that of a motor vehicle junk dealer: *no*
7. Give a complete description of all the premises to be used for the purpose of carrying on the business.  
*1 bay garage for the repair, 1 office, 1 bay garage for wheel & tires used & new mounted, lot for cars parking*
- Restrictions:** *Good housekeeping, No outside storage, No outside repairs, No junk cars, No flat tires/No broken glass/No body damage, No inoperable vehicles, No auto body work or painting, No large trucks or busses, No parking in front of bays, No loud music, no outside work. All vehicles must be parked in designated numbered spaces. Identify each vehicle with Alansari Auto Sales placard. Total number of vehicles 35, outside 25, employee 3, customer 7. Hours of operation Mon-Fri 9-6pm, Sat. 9-3, Sun. Closed., Fire dept. regulations.*
8. Are you a recognized agent of a motor vehicle manufacturer? *no*  
If so, state name of manufacturer:

CITY CLERK'S OFFICE  
CITY OF CHICOPEE  
2024 DEC 18 P 1:23

\$ 36 pd  
on

## 2025 RENEWAL

22

FEE \$36.00

RENEWAL

### CITY OF CHICOPEE

#### APPLICATION FOR A LICENSE FOR AN AUTO REPAIR SHOP TO DO REPAIR WORK ON MOTOR VEHICLES OR PARTS THEREOF:

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for an *AUTO REPAIR LICENSE* to do repair work on motor vehicles or parts thereof, in accordance with the provisions of Chapter 188, Section 16 of the revised ordinances of the CITY OF CHICOPEE.

Name of the business? Alansari Auto Sales & Repair, LLC

Business Address: 926, 928 & 930 Front Street

Is an individual, co-partnership, an association or corporation: Individual

If Individual state Name: Abdualwahab Mustafa, 33 Chapel Street, Chicopee

If a co-partnership state name:

If an association or corporation state name:

Are you engaged principally in the business of repair work on motor vehicles? yes

Give a complete description of all the premises to be used for the purpose of carrying on all repair work on motor vehicles: 1 bay garage for repair. 1 bay garage for used & new tires and wheels repair.

**RESTRICTIONS:** Good housekeeping, No outside storage, No outside repairs, No junk cars, No flat tires/No broken glass/No body damage, No inoperable vehicles, No auto body work or painting, No large trucks or busses, No parking in front of bays, No loud music, no outside work. All vehicles must be parked in designated numbered spaces. Identify each vehicle with Alansari Auto Sales placard. Total number of vehicles 35, outside 25, employee 3, customer 7. Hours of operation Mon-Fri 9-6pm, Sat. 9-3, Sun. Closed., Fire dept. regulations.

Are you a recognized agent of a motor vehicles manufacturer? no

If so state name of manufacturer:

Have you ever applied for a license to do repair or auto bodywork on motor vehicles? yes

If so, in what city Chicopee Did you receive a license? yes Year 2017-present

Has any license issued to you in Massachusetts or any other state to do repair and auto body work on motor vehicles ever been suspended or revoked? no

Sign your full name

Residence 38 Beaver View Ter. West Springfield MA 01089  
Business Telephone Number 413-351-0330

EVERY QUESTION MUST BE ANSWERED WITH FULL INFORMATION, AND FALSE STATEMENTS HEREIN MAY RESULT IN THE REJECTION OF YOUR APPLICATION OR THE SUBSEQUENT REVOCATION OF YOUR LICENSE IF ISSUED.

APPLICANT WILL NOT FILL THE FOLLOWING BLANKS

DATE OF APPROVAL/DENIAL \_\_\_\_\_

LICENSE \_\_\_\_\_

FEE \_\_\_\_\_

SIGNED \_\_\_\_\_

\$36 pd  
pw

23

## 2025 RENEWAL

FEE \$36.00

RENEWAL

## CITY OF CHICOPEE

APPLICATION FOR A LICENSE FOR AN AUTO REPAIR SHOP TO DO REPAIR WORK ON MOTOR VEHICLES OR PARTS THEREOF:

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for an *AUTO REPAIR LICENSE* to do repair work on motor vehicles or parts thereof, in accordance with the provisions of Chapter 188, Section 16 of the revised ordinances of the CITY OF CHICOPEE.

Name of the business? *MARIO'S AUTO SERVICE*

Business Address: *63 CENTER STREET*

Is an individual, co-partnership, an association or corporation: *INDIVIDUAL*

If Individual state Name: *MARIO J.M. DOMINGOS, 302 BEAUCHAMP TER., CHICOPEE, MA*

If a co-partnership state name:

If an association or corporation state name:

Are you engaged principally in the business of repair work on motor vehicles? *YES*

Give a complete description of all the premises to be used for the purpose of carrying on all repair work on motor vehicles: *The premises consists of a three bay garage with office and over 4,000 square feet of parking spaces, and over 5,600 cubic feet of second floor storage area.*

**RESTRICTIONS: NO SPRAY PAINTING, NO OUTSIDE STORAGE OR REPAIRS, HOURS MON TO FRI 8AM TO 6PM, SAT 8AM TO 1PM, NO SUNDAYS, NO TIRES, NO JUNK, NO OUTSIDE STORAGE, LIMIT OF 6 UNREGISTERED VEHICLES, KEEP ONE BAY OPEN OR CLEAR OF PARKED CARS.**

Are you a recognized agent of a motor vehicles manufacturer? *NO*

If so state name of manufacturer:

Have you ever applied for a license to do repair or auto bodywork on motor vehicles? *YES*

If so, in what city *CHICOPEE* Did you receive a license? *YES* Year *1994-2024*

Has any license issued to you in Massachusetts or any other state to do repair and auto body work on motor vehicles ever been suspended or revoked? *NO*

Sign your full name *Mario J. Domingos*

Residence *302 BEAUCHAMP TER.*

Business Telephone Number *413.598.0977*

EVERY QUESTION MUST BE ANSWERED WITH FULL INFORMATION, AND FALSE STATEMENTS HEREIN MAY RESULT IN THE REJECTION OF YOUR APPLICATION OR THE SUBSEQUENT REVOCATION OF YOUR LICENSE IF ISSUED.

APPLICANT WILL NOT FILL THE FOLLOWING BLANKS

DATE OF APPROVAL/DENIAL \_\_\_\_\_

LICENSE \_\_\_\_\_

FEE \_\_\_\_\_

SIGNED \_\_\_\_\_

pd. \$36.00 12/19/24 jee

24

2025 RENEWAL

FEE \$36.00

RENEWAL

CITY OF CHICOPEE

APPLICATION FOR A LICENSE FOR AN AUTO REPAIR SHOP TO DO REPAIR WORK ON MOTOR VEHICLES OR PARTS THEREOF:

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for an *AUTO REPAIR LICENSE* to do repair work on motor vehicles or parts thereof, in accordance with the provisions of Chapter 188, Section 16 of the revised ordinances of the CITY OF CHICOPEE.

Name of the business? Tommcat Performance

Business Address: 680 Prospect Street

Is an individual, co-partnership, an association or corporation: partnership

If Individual state Name:

If a co-partnership state name: Thomas A. Mango, Kyle R. Bragg

If an association or corporation state name:

Are you engaged principally in the business of repair work on motor vehicles? yes

Give a complete description of all the premises to be used for the purpose of carrying on all repair work on motor vehicles: 2500 Square feet shop space for auto and power sports service.

*RESTRICTIONS: Good Housekeeping, No outside storage, No junk cars, No outside repairs, Total Number of Vehicles 5, Inside 3, Outside 2, Employee 2, Customer 2, Hours of Operation: Monday-Saturday 8-5, Sunday closed. Lift A to be operational, Lift B to be unused at this time until special permit allowing additional parking, C & D to be used for employee parking, E & F to be used for customer parking*

Are you a recognized agent of a motor vehicles manufacturer? no

If so state name of manufacturer:

Have you ever applied for a license to do repair or auto bodywork on motor vehicles? yes

If so, in what city *Chicopee* Did you receive a license? yes Year 2016-present

Has any license issued to you in Massachusetts or any other state to do repair and auto body work on motor vehicles ever been suspended or revoked?

Sign your full name [Signature]  
Residence 69 Kerry Drive Springfield MA 01118  
Business Telephone Number 413-533-1356

EVERY QUESTION MUST BE ANSWERED WITH FULL INFORMATION, AND FALSE STATEMENTS HEREIN MAY RESULT IN THE REJECTION OF YOUR APPLICATION OR THE SUBSEQUENT REVOCATION OF YOUR LICENSE IF ISSUED.

APPLICANT WILL NOT FILL THE FOLLOWING BLANKS

DATE OF APPROVAL/DENIAL \_\_\_\_\_  
LICENSE \_\_\_\_\_ FEE \_\_\_\_\_ SIGNED \_\_\_\_\_



25

**2025 RENEWAL**  
**FEE \$72.00** **RENEWAL**  
**CITY OF CHICOPEE**

**APPLICATION FOR A LICENSE FOR AUTO BODY REPAIR/AUTO BODY SHOP TO DO BODY WORK ON MOTOR VEHICLES OR PARTS THEREOF:**

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for a *AUTO BODY/AUTO REPAIR LICENSE* to repair and to do body work on motor vehicles or parts thereof, in accordance with the provisions of Chapter 188, Section 16 of the revised ordinances of the CITY OF CHICOPEE.

Name of the business? *TONY & SONS AUTO SERVICE & SALES, LEASING & RENTAL, INC.*

Business Address: *164-170 SOUTH STREET*

Is an individual, co-partnership, an association or corporation: *Corporation*

If Individual state Name: *Dolcimar Ferreira Sousa*

If a co-partnership state name:

If an association or corporation state name:

Are you engaged principally in the business of repair & bodywork on motor vehicles? *YES*

Give a complete description of all the premises to be used for the purpose of carrying on all repair and do body work on motor vehicles: *4 bay garage and 6 parking spots.*

**RESTRICTIONS: GOOD HOUSEKEEPING, NO OUTSIDE STORAGE, NO JUNK CARS, NO OUTSIDE REPAIRS, LICENSE HOLDER MUST SECURE A CERTIFICATE OF OCCUPANCY PRIOR TO EXERCISING THE RIGHTS GRANTED UNDER THIS LICENSE. TOTAL # OF VEHICLES: 7, INSIDE 4, OUTSIDE 3. HOURS OF OPERATION: Mon.-Fri. 9A-6P Sat. 9a-12p. Sun. closed.**

Are you a recognized agent of a motor vehicles manufacturer? *NO*

If so state name of manufacturer:

Have you ever applied for a license to do repair and auto bodywork on motor vehicles? *YES*

If so, in what city *CHICOPEE* Did you receive a license? *YES* Year *3/7/23*

Has any license issued to you in Massachusetts or any other state to do repair and auto body work on motor vehicles ever been suspended or revoked? *NO*

Sign your full name *Dolcimar Ferreira Sousa*

Residence *51 Bliss St West. Springfield*

Business Telephone Number *860-840-69-05*

**EVERY QUESTION MUST BE ANSWERED WITH FULL INFORMATION, AND FALSE STATEMENTS HEREIN MAY RESULT IN THE REJECTION OF YOUR APPLICATION OR THE SUBSEQUENT REVOCATION OF YOUR LICENSE IF ISSUED.**

APPLICANT WILL NOT FILL THE FOLLOWING BLANKS

DATE OF APPROVAL/DENIAL \_\_\_\_\_

LICENSE \_\_\_\_\_ FEE \_\_\_\_\_ SIGNED \_\_\_\_\_

\$36 pd

2025 RENEWAL

26

FEE \$36.00

RENEWAL

## CITY OF CHICOPEE

APPLICATION FOR A LICENSE FOR AN AUTO DETAIL SHOP TO DO DETAIL WORK ON MOTOR VEHICLES OR PARTS THEREOF:

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for an *AUTO DETAIL LICENSE* to do detail work on motor vehicles or parts thereof, in accordance with the provisions of Chapter 188, Section 16 of the revised ordinances of the CITY OF CHICOPEE.

Name of the business? Alansari Auto Sales & Repair, LLC  
Business Address: 926 Front Street  
Is an individual, co-partnership, an association or corporation: Individual  
If Individual state Name: Abdulwahab Mustafa, 33 Chapel Street, Chicopee, MA 01020

If a co-partnership state name:

If an association or corporation state name:

Are you engaged principally in the business of repair work on motor vehicles? yes

Give a complete description of all the premises to be used for the purpose of carrying on all repair work on motor vehicles: 1 bay garage and the lot can be used to do all auto detailing

**RESTRICTIONS:** Good housekeeping, No outside storage, No outside repairs, No junk cars, No flat tires/No broken glass/No body damage, No inoperable vehicles, No auto body work or painting, No large trucks or busses, No parking in front of bays, No loud music, no outside work. All vehicles must be parked in designated numbered spaces. Identify each vehicle with Alansari Auto Sales placard. Total number of vehicles 35, outside 25, employee 3, customer 7. Hours of operation Mon-Fri 9-6pm, Sat. 9-3, Sun. Closed., Fire dept. regulations.

Are you a recognized agent of a motor vehicles manufacturer? no

If so state name of manufacturer:

Have you ever applied for a license to do repair or auto bodywork on motor vehicles? yes

If so, in what city Chicopee Did you receive a license? yes Year 2017-2024

Has any license issued to you in Massachusetts or any other state to do repair and auto body work on motor vehicles ever been suspended or revoked? no

Sign your full name

Residence 38 Beauview Ter. West Springfield MA 01089

Business Telephone Number 413-331-0330

EVERY QUESTION MUST BE ANSWERED WITH FULL INFORMATION, AND FALSE STATEMENTS HEREIN MAY RESULT IN THE REJECTION OF YOUR APPLICATION OR THE SUBSEQUENT REVOCATION OF YOUR LICENSE IF ISSUED.

APPLICANT WILL NOT FILL THE FOLLOWING BLANKS

DATE OF APPROVAL/DENIAL

LICENSE

FEE

SIGNED

2025 RENEWAL

FEE \$36.00

RENEWAL

CITY OF CHICOPEE

APPLICATION FOR A LICENSE FOR AUTO DETAIL SHOP TO DO BODY WORK ON MOTOR VEHICLES OR PARTS THEREOF:

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for a *AUTO DETAIL LICENSE* to repair and to do body work on motor vehicles or parts thereof, in accordance with the provisions of Chapter 188, Section 16 of the revised ordinances of the CITY OF CHICOPEE.

Name of the business? *TONY & SONS AUTO SERVICE & SALES, LEASING & RENTAL, INC.*

Business Address: *164-170 SOUTH STREET*

Is an individual, co-partnership, an association or corporation: *Corporation*

If Individual state Name: *Dolcimar Ferreira Sousa*

If a co-partnership state name:

If an association or corporation state name:

Are you engaged principally in the business of repair & bodywork on motor vehicles? *YES*

Give a complete description of all the premises to be used for the purpose of carrying on all repair and do body work on motor vehicles: *4 bay garage and 6 parking spots.*

**RESTRICTIONS: GOOD HOUSEKEEPING, NO OUTSIDE STORAGE, NO JUNK CARS, NO OUTSIDE REPAIRS, LICENSE HOLDER MUST SECURE A CERTIFICATE OF OCCUPANCY PRIOR TO EXERCISING THE RIGHTS GRANTED UNDER THIS LICENSE. TOTAL # OF VEHICLES: 7, INSIDE 4, OUTSIDE 3. HOURS OF OPERATION: Mon.-Fri. 9A-6P Sat. 9a-12p. Sun. closed.**

Are you a recognized agent of a motor vehicles manufacturer? *NO*

If so state name of manufacturer:

Have you ever applied for a license to do repair and auto bodywork on motor vehicles? *YES*

If so, in what city *CHICOPEE* Did you receive a license? *YES* Year *3/7/23*

Has any license issued to you in Massachusetts or any other state to do repair and auto body work on motor vehicles ever been suspended or revoked? *NO*

Sign your full name *Dolcimar Sousa*  
Residence *51 Birk St West Springfield*  
Business Telephone Number *860-840-6805*

**EVERY QUESTION MUST BE ANSWERED WITH FULL INFORMATION, AND FALSE STATEMENTS HEREIN MAY RESULT IN THE REJECTION OF YOUR APPLICATION OR THE SUBSEQUENT REVOCATION OF YOUR LICENSE IF ISSUED.**

APPLICANT WILL NOT FILL THE FOLLOWING BLANKS

DATE OF APPROVAL/DENIAL \_\_\_\_\_  
LICENSE \_\_\_\_\_ FEE \_\_\_\_\_ SIGNED \_\_\_\_\_

\$30 pd

DN

Fee \$30.00

NON-REFUNDABLE

28

CHICOPEE, MASSACHUSETTS

Date:

To the Honorable City Council of the City of Chicopee:

The undersigned respectfully petitions that he be granted a license to drive a  
Taxicab in the City of Chicopee.

Name: ZAHEER A. SHAIKH

Address: 25 - LORRAINE ST - CHICOPEE - M.A. 01013

Phone: 413-221-5242 Alternate Phone: \_\_\_\_\_

Age: 59 Height: 6 FT Weight: 220

Color of Hair: GRAY Color of Eyes: BROWN

Mass. Operator's License Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Place of Birth: KARACHI - PAKISTAN

By what Cab Company are you Employed: A & Z

CITY CLERK'S OFFICE  
CITY OF CHICOPEE  
2021 DEC 19 PM 3:29

Z. A. S.  
Signature of Applicant

ZAHEER A. SHAIKH  
Print Name

Date Granted: \_\_\_\_\_

Taxi License Number: \_\_\_\_\_

Both Photo's provided (Required two)

Yes ☒ No ☐

Approved by Police Department

Yes ☒ No ☐

Mass. Operator's License for viewing

Yes ☒ No ☐

[Signature]  
Signature of Approval by  
Police Chief or Police Dept. Designate

PAID  
JH

29

NEW OR RENEWAL

## City of Chicopee City Clerk's Office

\*\*\*PLEASE PRINT\*\*\*

DATE December 31, 2024

TO THE CITY COUNCIL:

The undersigned respectfully petition your honorable body for a **HOME  
OCCUPATION LICENSE** for the purpose of : Tax preparation  
at: 222 McCarthy Avenue

Business Name:	Loyalty Tax Service, LLC
Individual's Name:	Lena Alekseyenko
Address:	222 McCarthy Avenue
Home Phone:	
Business Phone:	413-221-7525
Home Occupation Number:	148



Signature of Applicant

Date of Action \_\_\_\_\_

Action: PASSED OR DENIED

**Restrictions:** No on street parking, Driveway of license holder only.

### 2024 Application

☒ Workers Comp Certificate  
☒ Tax Verification Form  
☒ Affidavit

*Handwritten initials*

30

NEW OR RENEWAL

## City of Chicopee City Clerk's Office

\*\*\*PLEASE PRINT\*\*\*

DATE December 31, 2024

TO THE CITY COUNCIL:

The undersigned respectfully petition your honorable body for a **HOME  
OCCUPATION LICENSE** for the purpose of : Tax preparation  
at: 222 McCarthy Avenue

Business Name: Loyalty Tax Service, LLC  
Individual's Name: Lena Alekseyenko  
Address: 222 McCarthy Avenue  
Home Phone:  
Business Phone: 413-221-7525  
Home Occupation Number: 148

*Handwritten signature*

Signature of Applicant

Date of Action \_\_\_\_\_

Action: PASSED OR DENIED

**Restrictions:** No on street parking, Driveway of license holder only.

### 2023 Application

☒ Workers Comp Certificate  
☒ Tax Verification Form  
☒ Affidavit